

Clinton-Macomb Public Library

Board of Trustees Meeting Minutes

June 19, 2019

- I. **Call to Order** – The regular meeting of the Board of Trustees of the Clinton-Macomb Public Library was called to order at 6:35 p.m., June 19, 2019 in the Board Room, 40900 Romeo Plank Road, Clinton Township, Michigan. The presiding officer was Michael Lotito.

A quorum was present, including the following: Barbara Brown; Cheryl Cannon; Fred Gibson, Jr.; Michael Lotito; Elizabeth Pugh; Peter Ruggirello; Camille Silda; Amy Wille; and Ex-officio Larry Neal.

There were no guests in attendance.

- II. **Adoption of the Agenda** – On a motion from Mrs. Silda and seconded by Ms Pugh the agenda was adopted as presented.

- III. **Approval of Consent Agenda Items** – On a motion from Mrs. Brown and seconded by Mrs. Cannon the Consent Agenda items were approved/received and filed:

- May 15, 2019 board meeting minutes
- May 2019 treasurer's report
- Updated 2019 Planning Calendar
- Thank you letter from Reverend Greg Griffith regarding groundbreaking ceremony
- Thank you letters to presenters at groundbreaking ceremony
- Letter to Macomb Township regarding right-of-way and building permit
- Letter to Racine Shields regarding unattended child
- Letter banning Gary Young due to conduct
- Letter to Beverly Palermino regarding MLBPH@CMPL donation
- Letter to Peter and Stella Hofrenning regarding MLBPH@CMPL donation
- Letter to Deborah Meyer regarding MLBPH@CMPL donation
- Letter to Nancy Brown and Dan Hofrenning notifying of MLBPH@CMPL donation
- Letter from Clinton Township regarding library board appointment
- Letter from Clinton Township regarding DDA meeting
- Letter from Michael Nickerson confirming absence of litigation
- Letter to Rotary Club of Mount Clemens regarding donation
- May 2019 *Tips for Top Notch Teachers*
- June 2019 *Library Matters Monthly*
- June 2019 *Digital Download*
- Customer comment cards
- Press coverage

IV. **Approval of Monthly Bills** – On a motion from Mrs. Brown and seconded by Mr. Ruggirello the May checks totaling \$373,051.13 and electronic payments totaling \$246,676.67 were approved.

V. **Public Comment** – There were no members of the public present.

VI. **Reports** –

Library Director – The report was received, reviewed and filed.

VII. **Other Business** –

Request by Clinton Township Kiwanis to use South Branch lease space – On a motion from Mr. Gibson and seconded by Ms Pugh the board authorized the Clinton Township Kiwanis to use the South Branch lease space from November 4-23, 2019 subject to providing the required insurance coverage and upon agreeing to reimburse the library the cost of any damage done to the space.

Request by Clinton Township Goodfellows to use South Branch lease space – On a motion from Mrs. Silda and seconded by Mrs. Wille the board authorized the Clinton Township Goodfellows to use the South Branch lease space from November 24-December 20, 2019 subject to providing the required insurance coverage and upon agreeing to reimburse the library the cost of any damage done to the space.

Request to approve a contract for assistive hearing systems – On a motion from Mrs. Wille and seconded by Mrs. Silda the board authorized the library's Head of IT to sign a contract with Innovative Environments for assistive hearing systems at the Main Library and South Branch in an amount not to exceed \$6,015.

Request to approve a server – On a motion from Ms Pugh and seconded by Mr. Ruggirello the board authorized the library's Head of IT to sign a contract with PCM-G for a server for the South Branch in an amount not to exceed \$52,758.90.

Request to modify contract for architectural services for new North Branch – On a motion from Mrs. Brown and seconded by Ms Pugh the board authorized Mr. Neal to sign the proposed contract modification for basic services fee adjustment with Quinn Evans Architects as presented.

VIII. **Adjournment** – On a motion from Mrs. Wille and seconded by Mr. Gibson the meeting was adjourned at 7:34 p.m.

Approved: August 21, 2019

Elizabeth Pugh, Secretary