

Clinton-Macomb Public Library

Board of Trustees Meeting Minutes

March 17, 2021

- 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., March 17, 2021 virtually via Zoom in compliance with Michigan Public Act 254 of 2020. The presiding officer was Camille Silda.

A quorum was present, with those attending remotely announcing their physical location as indicated: Barbara Brown (Clinton Township, MI); Cheryl Cannon (Clinton Township, MI); Fred Gibson, Jr. (Clinton Township, MI); Elizabeth Pugh; Peter Ruggirello (Clinton Township, MI); Camille Silda; Amy Wille (Macomb, MI); and Ex-officio Larry Neal.

Trustee Michael Lotito was excused.

Guest Anne Seurnyck of Foster Swift was in attendance.

- II. **Adoption of the Agenda** – On a motion from Mrs. Brown and seconded by Mr. Gibson the agenda was adopted as amended moving items “IV.C Letter from Clinton Township regarding payment in lieu of taxes,” “IV.D Letter to Clinton Township regarding payment in lieu of taxes,” and “IV.I Letter from Kerry Kuzak regarding reopening plan provisions” from the Consent Agenda to Other Business – Part II.

- III. **Other Business – Part I** – The construction update was received, reviewed and filed.

On a motion from Mrs. Cannon and seconded by Mrs. Wille on a unanimous roll call vote the Board went into closed session to discuss a confidential, written legal opinion at 6:41 p.m.

Ms Seurnyck left the meeting at 7:38 p.m.

On a motion from Mr. Ruggirello and seconded by Mrs. Cannon the Board returned to open session at 7:39 p.m.

On a motion from Ms Pugh and seconded by Mrs. Brown the Board authorized Ms Seurnyck to proceed as directed in closed session.

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

- February 17, 2021 board meeting minutes
- February 2021 treasurer’s report
- Joint letter to Macomb County Health Department regarding vaccine eligibility clarification
- Letter thanking Karin Gross for MLBPH donation
- Letter thanking Meyer family for MLBPH donation

- Letter notifying Nancy Brown of donation
- March 2021 *Digital Download*
- March 2021 *Library Matters Monthly*
- Customer comment cards
- Press coverage

V. **Approval of Monthly Bills** – On a motion from Mrs. Brown and seconded by Ms Pugh the February checks totaling \$150,166.72 and electronic payments totaling \$287,013.24 were approved.

On a motion from Mrs. Brown and seconded by Mrs. Wille the February new North Branch bond fund checks totaling \$146,589.74 and electronic payments totaling \$935,385.28 were approved.

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

VI. **Reports** –

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

Mr. Ruggirello left the meeting at 7:56 p.m.

VII. **Other Business** –

Letter from and letter to Clinton Township regarding payment in lieu of taxes – Mr. Neal will find out if there are other housing entities eligible for payment in lieu of taxes and if payments have been received for those entities. In addition, he will inquire about how the look-back period was determined.

Letter from Kerry Kuzak regarding reopening plan provisions. Mr. Neal confirmed that he had responded to the customer's letter by making a phone call.

Trustee appointments – Mr. Neal will send a letter on behalf of the Board requesting the reappointment of Mrs. Silda and Mrs. Wille for terms running May 1, 2021 through April 30, 2025.

MGT-1 Confidentiality of Library Records policy – On a motion from Mrs. Wille and seconded by Mrs. Brown the MGT-1 Confidentiality of Library Records policy update was approved as presented.

MGT-13 Purchasing policy – On a motion from Mrs. Cannon and seconded by Ms Pugh the MGT-13 Purchasing policy was adopted as amended.

PERF-1 Succession Plan – The document was received, reviewed and filed.

Request to purchase book trucks – On a motion from Mr. Gibson and seconded by Mrs. Brown the purchase of 33 book trucks in the amount of \$10,825 as a partial out-of-budget expenditure was approved.

New North Branch audiovisual/paging system contract – On a motion from Mrs. Cannon and seconded by Ms Pugh the Board authorized Mr.

Neal to sign a contract with National Communications Corporation in an amount not to exceed \$138,095.81 for the new North Branch audiovisual equipment, paging system and installation.

New North Branch change orders – On a motion from Mr. Gibson and seconded by Mrs. Wille the Board authorized change orders for the construction of a pergola in the west courtyard of the new North Branch not to exceed \$75,000.

Sale of current North Branch building – On a motion from Ms Pugh and seconded by Mr. Gibson the Board authorized Mrs. Silda to sign the exclusive sales agreement as presented or with minor modifications if in concurrence with the library board's legal council if it is confirmed that there are no leads on a potential buyer.

VIII. **Adjournment** – On a motion from Ms Pugh and seconded by Mr. Gibson the meeting was adjourned at 9:02 p.m.

Approved: April 21, 2021
Elizabeth Pugh, Secretary