



Auburn Hills Public Library

APPROVED AUBURN HILLS PUBLIC LIBRARY MINUTES FOR 8/28/07

Location: Large Meeting Room, Auburn Hills Public Library
3400 E. Seyburn Drive
Auburn Hills, Michigan 48326

1. **Call to Order**: President D. Rohe called the meeting to order at 3:55 p.m.
2. **Roll Call**: Present: Deanna Rohe, Bruce Sanders, Paul Landsberg, Leonard Hendricks and Nelson Phillips. Also present: Chris de Bear, Library Design Associates, Karrie Waarala, Library Director and Kathleen Stafford, Library Administrative Assistant. Absent: David McBroom.
3. **Approval of minutes from previous meeting**:

**Motion by B. Sanders to approve the Library Board meeting minutes of July 17, 2007
Supported by N. Phillips**

**Vote: Yes: Hendricks, Landsberg, Phillips, Rohe, and Sanders
 No: None**

Motion carried (5-0)

On behalf of the Board, D. Rohe welcomed Kathleen Stafford as the new Administrative Assistant for the Library.

4. **Financial Report**: On behalf of Financial Officer D. McBroom, K. Waarala reported that as of July 31, 2007 total liabilities and fund balance was \$1,360,516. Total revenues YTD are \$1,368,154. Total expenditures YTD are \$762,904. Fund balance YTD is \$1,227,291.
 - (a) **Approval of 2008 Budget**: K. Waarala indicated that the proposed budget given to the Board for prior review was a very detailed annual planning spreadsheet used by all city departments and that the month to month format would still be used in the future. The Board members discussed the increase of the MTT (Michigan Tax Tribunal) expense in the 2008 budget. The Library's share of that

cost is a projected expense of approximately \$149,000 in 2008, with an estimated amount of \$67,000 in 2009 and \$68,000 in 2010.

K. Waarala also passed along D. McBroom's approval of the personnel increase expense. She noted D. McBroom's comments regarding the outstanding job Cheryl DeCovich has done with the new up-to-date technology for the Library.

**Motion by L. Hendricks to approve the 2008 Budget
Supported by P. Landsberg**

**Vote: Yes: Hendricks, Landsberg, Phillips, Rohe, and Sanders
No: None**

Motion carried (5-0)

**Motion by P. Landsberg to move item 9 to item 5
Supported by B. Sanders**

**Vote: Yes: Hendricks, Landsberg, Phillips, Rohe, and Sanders
No: None**

Motion carried (5-0)

5. Ongoing Business:

(a) Library Design Associates

Chris de Bear of Library Design Associates reviewed the preliminary budget for the space reallocation for the Library. He indicated the proposed plan was broken down into individual areas. Mr. de Bear also noted the possibility that the cost for the entire project could be reduced if completed all at once. The Board directed several questions to Mr. de Bear. D. Rohe thanked Chris de Bear for the presentation. Mr. de Bear left the meeting at 4:25 p.m.

**Motion by L. Hendricks to receive cost estimate and timeline recommendation for the space reallocation project after further review by K. Waarala.
Supported by P. Landsberg**

**Vote: Yes: Hendricks, Landsberg, Phillips, Rohe, and Sanders
No: None**

Motion carried (5-0)

6. Public Comments: None

- 7. Library Director's Report:** K. Waarala attended the Michigan Library Association first ever Library Directors Summit on August 8th. Speakers discussed the State budget, how lobbying works, and how to be politically visible within local communities. The participants also discussed the restructuring of MLA and what libraries need from the organization. Ms. Waarala reviewed the City's plan to begin construction on a nature trail that will circle behind the Library and around the pond, connecting the sidewalk between the Library and Public Safety to the trails behind the Community Center. The entire

campus will eventually be connected via trails and sidewalks. Ms. Waarala reminded the Board members of the exciting new “Museum Adventure Pass” program being sponsored by Macy’s and administered by the Library of Michigan Foundation. The program will allow residents of Southeast Michigan to check out free passes to cultural destinations such as The Detroit Institute of Arts, the Detroit Zoo, and the Henry Ford Museum at their local libraries. More details about the new program will be forthcoming. Ms. Waarala informed the Board about the new flat screen TV that will be installed in the library within the next few weeks. The scrolling screen will replace the old fashioned sign currently used to display meeting rooms with the ability to present Library flyers, events, meeting room locations, new items in collections, etc.

8. **Committee Reports:**

(a) Personnel Committee: None

9. **New Business:** None

10. **Adjournment:**

Moved by P. Landsberg to adjourn the meeting

Supported by B. Sanders

There being no objections, the meeting was adjourned at 4:41 p.m.

Submitted by:

K. Stafford, Administrative Assistant

For P. Landsberg, Secretary