



Auburn Hills Public Library

APPROVED AUBURN HILLS PUBLIC LIBRARY MINUTES FOR 07/22/08

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

1. **Call to Order**: President B. Sanders called the meeting to order at 3:59 p.m.
2. **Roll Call** Present: Bruce Sanders, Paul Landsberg, David McBroom, Nelson Phillips, Deanna Rohe and Gretchen Thams. Also present: Karrie Waarala, Library Director and Jean Smiley, Library Administrative Assistant.
3. **Approval of minutes from previous meeting**: N. Phillips pointed out that the Plante & Moran associate's name Kathy Cacorian was spelled inconsistently in the minutes. The correct spelling was verified and changed.

Motion by D. Rohe to approve the Library Board meeting minutes of June 24, 2008 with the above correction. Supported by N. Phillips.

Vote: Yes: Landsberg, McBroom, Phillips, Sanders, Rohe and Thams
No: None Motion carried (6-0)

4. **Financial Officer's Report**
 - (a) D. McBroom added an Annual Budget column to the Financial Report.
 - (b) Financial Officer P. Landsberg reported that as of June 30, 2008 total liabilities and fund balance is \$1,481,458. Total revenues YTD are \$1,479,538. Total expenditures YTD are \$797,250. Fund balance YTD is \$1,386,390.
5. **Public Comments**: None
6. **Library Director's Report**:
 - (a) Ms. Waarala asked if there were any questions regarding her written report that was included in the Board packets. There were no questions.
 - (b) Ms. Waarala had many items to add since the time of the report being sent out.
 - **Water Leaks**: There have been two different water leak situations at the library this week. The DPW has determined that one of the new sprinkler heads was installed too close to the building and water is running down the

outside of the building and into the mechanical room. DPW is in the process of temporarily capping the sprinkler head to stop the problem immediately and if this indeed proves to be the issue, the sprinkler head will be moved.

Also, the air conditioning unit that was installed in the old part of the building had backed up due to a plugged drain. Therefore, water came through a light fixture in the ceiling and down the wood beam next to the Check Out Desk. There was significant water and an old piece of wood was warped. It is possible that the back up occurred Saturday night and since the AC is not run on Sundays when the Library is vacant, the downpour occurred Monday morning when the AC was again activated.

P. Landsberg commented that the AC situation was probably a maintenance issue; the drain should be checked periodically. Ms. Waarala is in the process of determining if the AC situation is an issue that DPW did not address or Metro Environmental, our air conditioning service.

- **State Aid:** Ms. Waarala reported that the Library has received the second half of our state aid payments. An email from the State Librarian was sent on July 21, 2008 stating that the Michigan Governor has signed off on the Department of History Arts and Libraries Budget for the 2008/2009 Fiscal year to maintain state aid. No cuts were made for this year. It has not appeared before the Legislature, however. The Library is further along in funding this year than it was at this time last year.
- **AHPL Wireless Hotspot:** Our wireless service is still down. However, the equipment was received today, July 22, 2008 and it will be installed as soon as TLN is available to come out.
- **Internet Stations:** We received the four additional adult Internet stations today, July 22, 2008. Cheryl DeCovich will be working on their installation. This will be a nice improvement for patrons and staff.
- **Friends of the Library:** Ms. Waarala has been in touch with Harriet Larson from the Friends of Michigan Libraries. A representative will be at the August Board meeting to give information about setting up a Friends of the Library group for AHPL.
- **Lights and security:** Ms. Waarala asked P. Landsberg to speak on this subject. Mr. Landsberg stated that The TIFA (Tax Increment Finance Association) Board has approved funds for a security system for the City Offices and the Library is included in this. They have also approved the upgrading of the outdoor lighting around the community. The DPW is looking at adding a light on the West end of the parking area to give better coverage to the center of the area.
- B. Sanders asked Ms. Waarala if the decrease in property values would affect the Library. Ms. Waarala said that yes, we would be affected but less than many libraries because the majority of Auburn Hills' tax base is commercial.
- **Patron Complaint:** Ms. Waarala has had the same patron in her office two times complaining about the noise level in the Adult Services area of the Library. He eventually contacted B. Sanders, AHPL Board President. Mr. Sanders explained our future plans for more study carrels in the Adult Services area. This patron is generally upset about the level of noise in all

libraries that he visits. Ms. Waarala went over AHPL's Code of Courtesy with him and was willing to observe the area to see if patrons were not obeying the Code of Courtesy, which calls for reasonable levels of conversation. The patron questioned why people were allowed to tutor or study together and why could they not use the meeting rooms for this activity. Ms. Waarala explained that our meeting rooms need closer supervision that what that would allow. D. Rohe asked if the patron is an Auburn Hills resident. Ms. Waarala stated that we do not know about his residency but we do know that he does not have a shared network library card. D. Rohe asked if the staff has noticed any increased level of noise. Ms. Waarala stated that on Thursday, while the patron was in the library, there was a mother and her children in the Adult Services area and one of our staff members was assisting her in getting the children downstairs to the Youth Services area. So, even though this situation was validated, other complaints were not justified. He has been in the Library since and has not complained. Ms. Waarala also invited him to attend our scheduled Board Meeting. He did not attend.

- **K. Waarala's Vacation:** Ms. Waarala will be on vacation from Tuesday, August 5 – Sunday, August 10. She will be able to be reached via cell phone but not by email. Linda Coleman, Head of Youth Services will be in charge in her absence.

7. **Committee Reports:** None

8. **New Business:** Ms. Waarala brought up AHPL's age discrepancy for minor age patrons. The Library card policy states that a person who is 16 can get a library card without parent permission. The Child/Parent Internet Permission Agreement states that a patron must be 18 in order to use the Internet without a parent's signature. Therefore, the High School juniors and seniors that frequent the library for schoolwork are being penalized. They are usually driving on their own and therefore here without a parent but cannot access the Internet because they have not had a parent sign for them. Ms. Waarala is proposing that the Board approve a change for the age requirement for the Child/Parent Internet Permission Agreement from 18 to 16. Ms. Waarala stated that our new PC Management Software (SAM) interconnects with our automation system and when a patron scans their card to use the computer, the system checks the patron's information, including birth date, and automatically filters the content that is available on the Internet accordingly. P. Landsberg asked if an under age patron from another library would be able to access the Internet. Ms. Waarala responded by stating that is one of the benefits of our shared network system; all of a patron's information is available at any library in the shared network.

Motion by G. Thams to change the age requirement on the child/parent Internet permission form from under 18 to under 16. Supported by D. McBroom.

Vote: Yes: Landsberg, McBroom, Phillips, Sanders, Rohe and Thams

No: None

Motion carried (6-0)

- B. Sanders read a thank you note addressed to the Board from Mary Howarth. She expressed her gratitude for the appreciation gift and how nice it was to be thought of.
- **Wii Demonstration:** Renee Holden, Adult Services Librarian , came to demonstrate the Wii. Ms. Waarala praised the initiative that Renee has taken in bringing in new items to the Library that are very popular to our patrons. She very thoroughly researches her ideas and presents them professionally to Ms. Waarala for consideration.

Ms. Holden informed the Board that The Library bought the two Wii systems with the profits from AHPL's book sale. We are currently offering teen programs that are booked with 35-40 youth. In cooperation with the Auburn Hills Senior Center, we also have a senior's bowling league with twelve members who are very committed to the league. This is a great outlet for folks who are otherwise hindered from such actual activities due to physical limitations. Ms. Holden proceeded to demonstrate the system and encouraged Board members to try it out. While the actual Wii system is only available for Library programming, separate games are available for check out.

10. **Adjournment:**

Motion by G. Thams to adjourn the meeting. Supported by P. Landsberg

There being no objections, the meeting was adjourned at 5:10 pm

Submitted by:
J. Smiley, Administrative Assistant
For N. Phillips, Secretary