



## Auburn Hills Public Library

**APPROVED  
AUBURN HILLS PUBLIC LIBRARY  
MINUTES FOR March 23, 2010**

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

1. **Call to Order:** President Deanna Rohe called the meeting to order at 4:05 pm.
2. **Roll Call:** Present: Deanna Rohe, Paul Landsberg, Ben Sebrowski, Nick Shone and VeRonica Mitchell. Also present: Karrie Waarala, Library Director and Jean Smiley, Library Administrative Assistant. Absent: Nelson Phillips
3. **Approval of minutes from previous meeting:**

**Motion by P. Landsberg to approve the Library Board meeting minutes of February 23, 2010. Supported by B. Sebrowski.**

N. Shone commented that in the future the term “Friends” should appear as “Friends of the Library” for better clarification.

Vote: Yes: Rohe, Landsberg, Sebrowski, Shone and Mitchell.  
No: None Motion carried (5-0)

4. **Financial Officer’s Report:**  
(a) Financial Officer B. Sebrowski reported that as of February 28, 2010 Total assets are \$1,273,999. Total liabilities are \$194,447. Total liabilities and fund balance is \$1,273,999. Total revenues YTD are \$574,591. Total expenditures YTD are \$222,455. Fund balance YTD is \$1,079,552.
5. **Public Comments:** None
6. **Library Director’s Report:** Ms. Waarala asked if there were any questions regarding her written report that was included in the Board packets.
  - V. Mitchell asked where TLN’s current location is. Ms. Waarala stated that it is in Southgate.
  - V. Mitchell asked who usually attends the quarterly TLN meetings. Ms. Waarala stated that Library Directors attend the meetings.

- D. Rohe asked what will be done with the statistics gathered from the Michigan Local Government Benchmarking Consortium. Ms. Waarala said she would like to compare the Library's data with other Libraries. If the Library meets the benchmark, it would be considered a resource for other libraries that have joined the consortium. The Auburn Hills City Manager would like to have the initial data by May, 2010 so it can be used to aid in setting budgets for next year.

D. Rohe asked if this has anything to do with QSAC? Ms. Waarala said that QSAC is specific to Libraries. The Benchmarking Consortium is a volunteer effort of local governments.

- P. Landsberg asked how the Library might be affected by the closing of Squirrel Road May-September, 2010. Ms. Waarala said she thinks the Library will be affected minimally because the public can use the University Road to Seyburn Drive entrance.

- B. Sebrowski asked if Troy residents have inquired about using AHPL in light of the announcement that the Troy Library will be cutting back for the remainder of 2010 with a closing date slated for July 2011. Ms. Waarala said AHPL has not had any inquiries as of yet. Ms. Waarala anticipates that Troy residents may assume that they can still use their Michicard at any library. However, the Michicard is based on a reciprocal relationship between libraries, which will not be valid when the Troy Library closes. D. Rohe asked if there should be a Library Board resolution addressing the issue. Ms. Waarala agreed that it would be a good idea. The resolution will be on the April Library Board meeting agenda. Ms. Waarala also mentioned that there will be some Avondale School students who are Troy residents that are allowed to use AHPL. This applies to students, not their parents.

7. **Committee Reports:** None  
**Personnel Committee**

8. **Ongoing Business:**

(a) Discussion of Personnel Committee Responsibilities

K. Waarala stated that she inquired with several other libraries concerning their personnel committees. The answers varied greatly. D. Rohe stated that the Board needs to decide if the personnel committee is necessary. Currently, the only responsibility of the personnel committee is the Director's evaluation. Ms. Waarala stated that she prefers to have her evaluation done by the whole Library Board. Ms. Waarala stated that an ad hoc committee could always be formed if necessary. D. Rohe stated any personnel issue should be dealt with by the whole Board.

Ms. Waarala will draft the proposed changes to the By Laws and bring it to the April meeting for a vote.

9. **New Business:**

(a) Review Code of Courtesy Policy

K. Waarala proposed that the Code of Courtesy Policy which states, *All children under the age of 7 must be supervised by an adult*, be changed to *All children under the age of 10 must be supervised by an adult*. This change would make the policy consistent with the Child Safety and Well-Being Policy. Ms. Waarala also proposed that the Code of Courtesy Policy be changed to allow covered beverages in the building. The Library Board discussed the issue. D. Rohe suggested that the topic be tabled until the April meeting in order to give the Board time to think over the issue. K. Waarala will inquire as to what other libraries' policies are.

(b) P. Landsberg suggested a policy be established allowing the public to use the Library after hours for a fee. The Library Board discussed the matter and decided to table the issue until a need from the public arises.

