



# Auburn Hills Public Library

**APPROVED**  
**AUBURN HILLS PUBLIC LIBRARY**  
**MINUTES FOR February 24, 2011**

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 4:00 pm.
2. **Roll Call:** Present: Deanna Rohe, Paul Landsberg, Ben Sebrowski, Nick Shone and VeRonica Mitchell.  
Absent: Mary Do DeMeulemeester.  
Also present: Stephanie McCoy, Library Director and Jean Smiley, Administrative Assistant. Also present, Cheryl DeCovich, Head of Technology.

3. **Approval of Board meeting minutes:**

**Motion by P. Landsberg to accept the minutes from January 25, 2011. Supported by N. Shone.**

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 January 31, 2011 Total assets are \$1,203,188. Total liabilities are \$232,951. Total liabilities and fund balance is \$1,203,188. Total revenues YTD are \$396,382. Total expenditures YTD are \$118,475. Fund balance YTD is \$970,237.

P. Landsberg asked what line item "other expenses" refers to. S. McCoy said she would look into it. Mr. Landsberg also inquired about the Michigan Tax Tribunal line item.

5. **Public Comments:** None

6. **Library Director's Report:** Library Director, Stephanie McCoy asked if there were any questions concerning her written report.
- D. Rohe asked about the delivery charges. Ms. McCoy stated that AHPL receives delivery 4 times a week and it will probably be at least \$5100. Ms. Rohe asked if that amount had been budgeted. B. Sebrowski stated that this is probably new information from TLN since their fiscal year is different than the Library's. D. Rohe stated that a budget transfer will probably have to be made eventually.
  - B. Sebrowski inquired about the SAM upgrade. C. DeCovich stated that it would probably take place on March 3, 2011.

Ms. McCoy had no additions to the Library Director's Report.

7. **Ongoing Business:**

(a) Discussion of Troy Library Closing

The Troy Public Library will be officially closed as of May 1, 2011.

S. McCoy presented a Fact Sheet from the Baldwin Public Library stating how they would be handling the Troy Library closing. Ms. McCoy stated that the only concerns that she and the AHPL staff had with Baldwin Public's Fact Sheet was that they would not be servicing students from Troy. Ms. McCoy felt as though AHPL should continue servicing students and that any questions about changes be directed to the Troy City Officials. Ms. Rohe asked if Ms. McCoy was suggesting that AHPL develop a fact sheet. Ms. McCoy stated that she thought it would be most helpful for the staff in responding to the public on this issue.

Discussion ensued in regards to issuing AHPL cards to non-residents.

**Motion by B. Sebrowski that as of May 1, 2011 only Auburn Hills residents are eligible to be issued AHPL cards regardless of school district. Supported by P. Landsberg.**

Vote: Yes: None

No: Rohe, Landsberg, Sebrowski, Shone and Mitchell

Motion defeated (5-0)

The Board continued discussion asking many questions about Library card privileges under a variety of situations.

S. McCoy also asked the Board to consider revising #2 under Acquiring a Library Card. Staff is experiencing parents coming in to renew their children's library card and would like it to be in writing requiring the card holder to be present.

V. Mitchell asked if internet access is limited on any library cards. C. DeCovich responded saying that all cards have the same internet access.

**Motion by B. Sebrowski to amend the Library Card Acquisition and Material Borrowing Policy Rule #4 to read "An applicant may receive a nonresident card if he or she works in Auburn Hills." and rule #5 to read "A Library staff member will issue a card immediately upon receipt of an applicant's information and proof of residency or employment." Supported by V. Mitchell.**

Vote: Yes: Rohe, Landsberg, Sebrowski, and Mitchell

No: Shone

Motion carried (4-1)

**Motion by N. Shone to amend the Library Card Acquisition and Material Borrowing Policy, Rule #2 to read "Before the staff can issue, replace, or renew a card, an applicant must be present with identification that shows both his/her name and address as proof of residency. Supported by P. Landsberg**

Vote: Yes: Rohe, Landsberg, Sebrowski, Shone and Mitchell

No: None

Motion carried (5-0)

8. **New Business:**

(a) Discussion of Emergency Closing Policy

S. McCoy will write up an amended policy to bring before the Board at the March 22, 2011 Board meeting.

9. **Adjournment:**

**Motion by P. Landsberg to adjourn the public meeting. Supported by V. Mitchell.**

Vote: Yes: Rohe, Landsberg, Sebrowski, Shone and Mitchell

No: None

Motion carried (5-0)

**There being no objections, the meeting was adjourned at 5:34 pm.**

Submitted by:

J. Smiley, Administrative Assistant

For P. Landsberg, Secretary