



Auburn Hills Public Library

APPROVED AUBURN HILLS PUBLIC LIBRARY MINUTES FOR May ~~22~~ 24, 2011

Location: Large 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, Ben Sebrowski, Nick Shone, VeRonica Mitchell and Mary Do Demeulemeester. Also present: Stephanie McCoy, Library Director and Jean Smiley, Administrative Assistant.
Absent: Paul Landsberg.

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

Motion by V. Mitchell to accept the minutes from April 26, 2011.

Supported by B. Sebrowski.

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

Motion by B. Sebrowski to accept the Executive Session minutes from April 26, 2011.

Supported by N. Shone.

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

4. **Financial Officer's Report:**

(a) Financial Officer B. Sebrowski reported that as of April 30, 2011 Total assets are \$1,663,313. Total liabilities are \$248,659. Total liabilities and fund balance is \$1,663,313. Total revenues YTD are \$1,148,227. Total expenditures YTD are \$418,391. Fund balance YTD is \$1,414,654.

5. **Public Comments:** None

6. **Board Candidate Interviews:**

D. Rohe welcomed the first Board candidate, Toni Whitley. The Library Board of Trustees alternated asking a series of designated questions. Ms. Whitley was given the opportunity to ask questions. Ms. Whitley was informed that upon the Board's decision, she would be notified to the results of the interview.

D. Rohe welcomed the second Board candidate, Bernona Fry. The Library Board of Trustees alternated asking a series of designated questions. Ms. Fry was given the opportunity to ask questions. Ms. Fry was informed that upon the Board's decision, she would be notified the results of the interview.

The Board discussed both candidates and decided to appoint Ms. Toni Whitley to the Auburn Hills Public Library Board. D. Rohe, Library Board President, was designated to call both candidates and let them know of the Board's decision. Ms. Whitley will begin her service to the Board at the

June 28, 2011 Library Board Meeting. Ms. McCoy, Library Director, will contact Ms. Whitley to arrange for an orientation before the June meeting.

7. **Library Director's Report:** Library Director, Stephanie McCoy asked if there were any questions or comments concerning her written report.

D. Rohe stated that she appreciated the comprehensive report.

Ms. McCoy added to her report that TLN delivery costs to AHPL will increase to \$3750.

M. Demeulemeester inquired about additional TLN costs. S. McCoy stated that AHPL pays a membership fee, delivery fee and additional costs for other services.

V. Mitchell stated that she was glad to see that the Youth department had applied for a grant and also that the Friends of the Auburn Hills Library received feedback from the City Manager regarding their by-laws.

8. **Ongoing Business:**

(a) Social Media Policy:

S. McCoy presented the proposed Social Media Policy to the City attorney. Ms. McCoy pointed out the changes and additions that the attorney had suggested. The Board discussed the suggestions.

Motion by B. Sebrowski to accept the Social Media Policy with the changes as presented. Second by V. Mitchell.

Vote: Yes: Rohe, Sebrowski, Shone, Demeulemeester and Mitchell.

No: None

Motion carried (5-0)

(b) Suspension of Library Privileges Policy Revisions:

S. McCoy presented the proposed recommendations to the Suspension of Library Privileges Policy that were made by the City attorney. The attorney recommended an appeal process be added to the policy and that a third offense option be added. D. Rohe pointed out that in the last review of this policy, the Board did not feel as though a third offense should be an option. Discussion of the proposed policy ensued. The Board agreed that they should heed the attorney's suggestions but also that each situation would be considered on a case by case situation. Ms. Rohe asked if appeals would be handled by the Board in Executive Session. S. McCoy stated that the case would go into Executive Session only if the case was a personnel issue. S. McCoy clarified that a patron's suspension comes from the Library Director, an appeal is first given to the Library Director and then to the Library Board. M. Demeulemeester suggested that correspondence from the Library Director to a suspended patron would make clear that the patron may appeal the suspension.

Motion by M. Demeulemeester to table the vote on the Suspension of Library Privileges Policy until the June 28, 2011 Board meeting. Second by N. Shone.

The Board asked S. McCoy to research any further infraction possibilities as well as other library's policies.

Vote: Yes: Rohe, Sebrowski, Shone, Demeulemeester and Mitchell.

No: None

Motion carried (5-0)

8. **New Business:**

(a) Library Furlough Days

S. McCoy stated that the City of Auburn Hills Finance Department has taken a training class on how furlough days are implemented. The City brought up concerns about how the Library distributes furlough time on an hourly basis. Discussion ensued. S. McCoy stated that Library staff will cease to take furlough time hourly. D. Rohe asked if legal council is needed. The Board also requested a final interpretation from the City Finance Department. B. Sebrowski asked for clarification concerning holiday furlough days and floating furlough days. S. McCoy stated that the decision to have furlough days is not the issue; the issue is the process on how to utilize the furlough time. S. McCoy will bring back further information to the June 28, 2011 Board meeting.

