



Auburn Hills Public Library

APPROVED

MINUTES FOR June 24, 2014 at 5:00 p.m.

Location: Large Meeting Room, Auburn Hills Public Library,
3400 E. Seyburn Dr., Auburn Hills, Michigan 48326. 248-370-9466

1. Call to Order: President Angela River called the meeting to order at 5:00 p.m.

2. Roll Call: Present: Angela River, Toni Whitley, and Vickie Ellis.

Sean Johnson arrived at 5:02 pm.

Donna Quince-Cobb arrived at 5:40 pm.

Absent: Scott McCallister

Also Present: Stephanie McCoy, Library Director

Also Present: Austin Simpson, Stenographer

Guest: 5

3. Approval of the Draft Agenda:

a. June 24, 2014

- Discussion occurred.

Motion by S. Johnson to approve the draft agenda with the following revisions: move call to public to number 5 and move 8a new business, Plante Moran Presentation to number 6 and continuing with the agenda thereafter.

Supported by A. River.

Vote: Yes: River, Johnson, Ellis

No: Whitley

Motion carried (3-1)

4. Approval of Draft Library Board Minutes from:

a. May 20, 2014

Motion by V. Ellis to accept the minutes as presented from May 20, 2014 regular meeting.

Supported by S. Johnson.

Vote: Yes: River, Whitley, Ellis

No: Johnson

Abstention: Johnson

Motion carried (3-1)

b. May 20, 2014 Closed Session Evaluation

Motion by S. Johnson to approve the minutes from May 20, 2014 for Closed Session Evaluation.

Supported by V. Ellis.

Vote: Yes: River, Whitley, Johnson, Ellis

Motion carried (3-1)

No: Johnson

~~Abstention: Johnson~~

c. May 20, 2014 Closed Session Attorney Written Opinion

Motion by S. Johnson to approve the minutes from May 20, 2014 for Closed Session Attorney Written Opinion.

Supported by V. Ellis.

Vote: Yes: River, Whitley, Johnson, Ellis

Motion carried (3-1)

No: Johnson

~~Abstention: Johnson~~

5. Call to the Public

According to Auburn Hills Public Library of Trustee Bylaws, Article 3, Item 3.12, "The public shall address the Board during "Call to the Public." A person shall not address the Board in excess of five minutes unless the time is extended by a majority vote of the Board present. Persons wishing to address the Board shall identify themselves and their place of residence. All comments by the public shall be made directly to the Board."

- Jan Mitchell, of Auburn Hills spoke on her concerns regarding the Friends Group inability to share the same postal address as the library.

6. New Business

a. Plante Moran Presentation

- Representatives Michelle Watterworth and Justin Kolbow from Plante Moran gave a presentation to the Board.

Motion by S. Johnson to accept the audit as presented.

Supported by T. Whitley.

Vote: Yes: River, Whitley, Johnson, Ellis, Quince-Cobb

Motion carried (3-1)

No: Ellis

~~Abstention: Ellis~~

b. Proposed Lease Agreement

- Discussion occurred.

- The Board will submit questions to the Director by July 3rd regarding the lease agreement.
- c. Official Request
- Secretary S. Johnson read aloud a memo regarding the Ethics Policy written by Director McCoy.
 - A. River suggested that the memorandum should be turned over to the attorney to find out what all of the Board's options are before a decision is made.
 - Discussion occurred.

Motion by T. Whitley to give the Library Director the authority to seek legal counsel guidance on the draft Ethics Policy and Penalties.

Supported by S. Johnson.

**Vote: Yes: River, Whitley, Johnson, Ellis, Quince-Cobb
No: None**

Motion carried (5-0)

7. Financial Officer's Report:

a. May 31, 2014

V. Ellis reported as of May 31, 2014: Total assets are: \$1,374,194.50. Total liabilities are: \$20,611.79. Total liabilities and fund balance is \$1,374,194.50. Total revenues YTD are \$1,033,758.04. Total expenditures YTD are \$417,407.48. Fund balance YTD is \$737,232.15.

- V. Ellis stated that the figures provided are based on the financial statement provided by the City. She has requested for the City Financial Office to supply the Board with an itemized report of certain line items. As of today, she has not received the information from the City.

8. Library Director's Report:

- S. McCoy stated that the Credit Card Policy, Employee Expense Reimbursement Policy and Travel Policy are still on hold. Summerfest was a lot of fun and the library had great participation and attendance. The Krystal Group's cleaning contract has been terminated and we now have permanent part-time city employees to clean the library.
- V. Ellis asked if the library had any input with this decision.
- Discussion occurred.
- S. McCoy said a patron inquired about the patio and the unlevelled surface. The library is now on the City's list for repairs to fix the patio for the summer. Also, there was a bench stolen years ago and it will be the Board's decision up to the library Board to replace it or not.
- S. McCoy asked the Board to join the library for the movie series events at the DEN, starting this Friday.
- S. McCoy said she had an informational meeting with the insurance agent. There is a draft of the renewal included in the Board packet.

- A. River asked about the e-cigarette issue.
- Discussion occurred.
- T. Whitley said she feels it would be a good idea to send Kathy, from the Home Bound Adults Program, a great job recognition letter signed by the Board.
- A. River commented on the Summer Reading Kick-Off Event.
- T. Whitley asked if the Board was clear on the last item of the Director’s report.
- S. McCoy asked if the Board could have everything submitted and or approved by the second Tuesday of the month going forward.
- S. Johnson asked for an update on the situation regarding DVD theft.

9. Old Business:

- a. Library Director Evaluation

Motion by V. Ellis to go into closed session at 6:20 pm.

Supported by T. Whitley.

**Vote: Yes: River, Whitley, Johnson, Ellis, Quince-Cobb
No: None**

Motion carried (5-0)

Motion by V. Ellis to open the regular meeting at 6:53 pm.

Supported by Johnson.

**Vote: Yes: River, Whitley, Johnson, Ellis, Quince-Cobb
No: None**

Motion carried (5-0)

10. Comments from the Board (Communications):

- S. Johnson apologized for missing last month’s meeting. He also stated that Director McCoy has done a great job and the comments in the evaluation reflect that. The Board greatly appreciates the hard work that she has done.
- A. River referred the Board to an item in their packet. She stated that it may be something the Board can look into. She spoke with the Director about it and thinks downtown would be a great location. She feels that the Board is working very well together and appreciates everyone’s hard work.
- A. River read aloud a letter written to the Library Board by Beverly Miller regarding her inability to speak during Call to the Public at last month’s meeting.
- T. Whitley stated over a year ago that there were many issues surrounding the partnership with the Friends Group and she recommended that the Board find out if there is a way to disband the Friends Group. In reading the Friends most recent newsletter, she found some of the comments to be defamatory and slanderous. She thinks the Board should go through the newsletter and verify the items in it. She feels that if the Board and the library itself is being misrepresented, then some action should be taken towards it.
- S. Johnson asked if there is a request for the Friends Group to be added as a potential item on next month’s agenda.
- V. Ellis asked about the motion regarding the Director seeking legal counsel. In reading the

newsletter, she found it to be very one-sided which is never acceptable to the public. It also states the ills without an explanation or justification.

- A. River stated that based on the communication from our public comment, particularly from the President of the Friends Group, she finds it very challenging that their members sat in the room during the meeting on March 25th, where the Board passed a motion which included the Friends Group, that would no longer allow them to use the library's address. It was very challenging to hear her public comment given that fact.
- V. Ellis said she is offended by the accusation that "the Board was aware and that the Board allowed it to happen."

11. Adjournment:

Motion by S. Johnson to adjourn the meeting at 7:04 pm.

Supported by V. Ellis.

Vote: Yes: River, Whitley, Ellis, Johnson, Quince-Cobb

No: None

Motion carried (5-0)