



Auburn Hills Public Library

**APPROVED**

MINUTES FOR August 26, 2014 at 7:00 p.m.

Location: Small 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 7:00 p.m.**

**2. Roll Call:** Present: Angela River, Donna Quince-Cobb, Scott McCallister and Vickie Ellis.  
Sean Johnson is absent.  
Toni Whitley is absent.  
Gary Barnes is absent.  
Also Present: Stephanie McCoy, Library Director  
Also Present: Austin Simpson, Stenographer  
Guest: 3

**3. Approval of the Draft Agenda:**

a. August 26, 2014

**Motion by V. Ellis to approve the draft agenda with the following revisions: move 9. Call to the Public after 5a. Financial Report, move 8a. New Business up following 9. Call to the Public and table 7a.b.c.d. Old Business.**

**Supported by S. McCallister.**

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

**Motion carried (4-0)**

**4. Approval of Draft Library Board Minutes from:**

- a. June 24, 2014 Closed Session Minutes
- b. July 22, 2014 Closed Session Minutes

**Motion by S. McCallister to approve the June 24, 2014 and July 22, 2014 Library Board Closed Session minutes as presented.**

**Supported by D. Quince-Cobb.**

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

**Motion carried (4-0)**

- c. July 22, 2014
  - Discussion occurred.

**Motion by V. Ellis to approve the July 22, 2014 Library Board minutes with the following revision: remove “is missing are the Board’s actual goals” and replace with “should review and develop projected future goals.”**

**Supported by S. McCallister.**

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

**Motion carried (4-0)**

#### **5. Financial Officer’s Report:**

- a. July 31, 2014

V. Ellis reported as of July 31, 2014: Total assets are: \$1,226,774.00. Total liabilities are: \$18,899.74. Total liabilities and fund balance is \$1,226,774.00. Total revenues YTD are \$1,086,491.25. Total expenditures YTD are \$615,849.14. Fund balance YTD is \$737,232.15.

#### **6. Call to the Public**

According to Auburn Hills Public Library Board 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 made a comment to the Board regarding the future of the library and the future relationship of the Friends Group and the library.

#### **7. New Business**

- a. 2015 Library Budget Draft
  - i. Director of Finance – Gary Barnes

**Motion by S. McCallister to take a short recess while the Director checks the status of Gary Barnes’ arrival.**

**Supported by V. Ellis.**

- Discussion occurred.

**Vote: Yes: River, McCallister, Quince-Cobb, Ellis**

**Motion carried (4-0)**

**No: None**

- The meeting reconvened at 7:37 p.m.
- Director McCoy called Mr. Barnes via telephone at his home residence. As reported by Director McCoy, Mr. Barnes said he was feeling ill earlier that day and left at 6:30 p.m. He could not make it to the Library Board Meeting and he requested that the Board submit questions to him in writing.
- V. Ellis extended an invitation to meet with Mr. Barnes to discuss the Board's questions in addition to emailing them to him.
- S. McCallister said he would also attend the meeting if it is in the evening.
- Discussion occurred.
- By consensus, the Board will submit questions to the financial officer, Trustee Ellis, by midnight on the 31<sup>st</sup> of August. Trustee Ellis will then submit the compiled list to Director McCoy for review and submission to Mr. Barnes.

**8. Library Director's Report:**

- V. Ellis said she is very pleased with the activities and programs the library has done recently.
- S. McCallister asked Director McCoy if she needed Board volunteers for any upcoming events.
- V. Ellis offered to volunteer for the upcoming Michigan Library Association Conference.
- A. River made a comment regarding movies now available on overdrive. She also mentioned that Ms. Pat did a great job with youth programming this summer.
- A. River asked the Director to expand on the "Little Library" to be put at the DEN per budget approval.
- S. McCoy replied that she would like to start basic Library services at the DEN. She would also like to put a "little library" inside the DEN rather than outside.
- A. River noted that the library has doubled its stats on the patron counter in June and a 30% increase in July. She also commented on the number of volunteers and youth interacting at the library.
- S. McCoy said the staff celebrated at the end of the Summer Reading program with a nice lunch for the staff and Award Ceremony for participants who finished the program. She also noted that the library received State Aid. She was glad to see that the Penal Fine was increased this year.
- S. McCoy notified the Board that the budget meeting needs to be scheduled. She would like the Board to review the Tax Millage Resolution document.
- Discussion occurred.

**Motion by D. Quince-Cobb to set a special meeting for a Budget Hearing on September 30, 2014 at 5:30 p.m.**

**Supported by S. McCallister.**

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

**Motion carried (4-0)**

- V. Ellis asked the Director if she has received any feedback from the City Manager, Mr. Tanghe, regarding the Board's list of questions pertaining to the proposed lease agreement.
- S. McCoy said she submitted questions to Mr. Tanghe on July 24, 2014. The Director called and emailed several times to verify that Mr. Tanghe has received the submitted questions and to request a follow-up meeting. There was no follow-up confirmation until August 21, 2014. The Director made one final attempt to contact Mr. Tanghe. Mr. Tanghe responded via email saying he will work on answers to the letter and get them to the Director upon his return from vacation.

**9. Comments from the Board (Communications):**

- V. Ellis stated it is important that everyone interjects their questions and concerns with regards to the budget. She would like to see everyone have some input. She will be anticipating a response from everyone and going forward it will be the Board's questions and concerns.
- A. River said she appreciates everyone's participation and input on the Board.

**10. Adjournment:**

**Motion by V. Ellis to adjourn the meeting at 8:05 p.m.**

**Supported by S. McCallister.**

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

**Motion carried (4-0)**