



Auburn Hills Public Library

APPROVED

MINUTES FOR October 27, 2015

Location: Small Meeting Room, Auburn Hills Public Library

3400 East Seyburn Drive, Auburn Hills, Michigan 48326. Phone: 248-370-9466

1. Call to Order: President Vickie Ellis called the meeting to order at 5:45 p.m.

2. Roll Call: Present: Vickie Ellis, Donna Quince-Cobb (6:07 p.m.), Sean Johnson, Angela River (5:46 p.m.),
Toni Whitley (5:51 p.m.)
Also Present: Stephanie McCoy, Library Director
Absent: Scott McCallister
Guest: None

3. Approval of the Draft Agenda:

a. October 27, 2015

**Moved by S. Johnson to approve the October 27, 2015 draft agenda as submitted
Seconded by A. River.**

**Vote: Yes: Ellis, Johnson, River, Whitley
No: None**

Motion carried (4-0)

4. Approval of Draft Library Board Minutes:

a. September 22, 2015 Budget Hearing

**Moved by A. River to approve the September 22, 2015 Budget Hearing minutes as presented.
Seconded by S. Johnson.**

**Vote: Yes: Ellis, Johnson, River, Whitley
No: None**

Motion carried (4-0)

b. September 22, 2015 Regular Board Meeting

**Moved by A. River to approve the September 22, 2015 Regular Board minutes as presented.
Seconded by T. Whitley.**

Vote: Yes: Ellis, Johnson, River, Whitley
No: None

Motion carried (4-0)

5. Financial Report:

a. September 30, 2015

- S. Johnson reported as of September 30, 2015: Total assets are: \$1,096,210.86. Total liabilities are: \$24,457.39. Total revenues YTD are \$1,104,371.24. Total expenditures YTD are \$810,495.46. Total fund balance YTD is \$777,877.69.

6. Library Director's Report:

- S. McCoy inquired if there were any comments, questions or concerns regarding her submitted report. V. Ellis inquired about the location of the 2015 In-Service. S. McCoy stated that we hold the In-Service Day at different locations. Director McCoy announced her attendance at Michigan Library Association conference, the arrival of new lounge chairs with laptop tables, and per the request of the Friends of the Library's President, the bookcases donated to the Library were picked up by the City. V. Ellis inquired about the Auburn Hills University. S. McCoy explained about Auburn Hills University. A. River inquired about the Halloween Trail and why the Library did not participate? S. McCoy stated that the Recreation Department did not request any extra volunteers, so the Library did not participate. A. River asked for the Director's feedback on City Manager's article sent to the Library Director, and was it relevant information to the strategic plan. S. McCoy gave a brief overview of the future planning of Library services as it relates to T. Tanghe's Library article. A. River stated that she received feedback from some elderly residents regarding the importance of the book collection.

7. Old Business:

a. Plante Moran

- V. Ellis reviewed the response given by Plante Moran. V. Ellis re-stated her question from the September 22, 2015 Board meeting regarding which budget does Plante Moran audit: the approved budget, or the projected budget given by the City. Based on Plante Moran's response, they use the projected budget by the City. A. River stated that within two years, the numbers should reconcile themselves. If they use the appropriate numbers moving forward and based on Plante Moran's response, they are not willing to redo those numbers used in the 2014 budget. V. Ellis stated that as a proactive approach, the Board should acknowledge that these are the projected numbers and request that the approved budget numbers be used for the purpose of an audit, and in the future Plante Moran will be able to share with the Board the discrepancies based on those numbers. A. River agreed and stated that in the future, when Plante Moran sends their engagement letter, it should include that the Library will be directly billed on an annual basis. S. McCoy asked if the Board is only going to acknowledge the audit and not approve it. V. Ellis stated that the Board has not approve the audit as of today. V. Ellis recommended that the Board not

approve the audit but acknowledge it, and state the Board’s rationale for not approving it, which is the Board thinks the numbers used to conduct the audit are incorrect. T. Whitley agreed. A. River stated that the audit has been submitted to the state and in the future, the auditors should submit an audit report based on what we approved, and the audit should be corrected in two years. A. River’s concern is that the Board is not approving the audit and what is the impact of not approving the audit with the Treasury Department? V. Ellis stated that acknowledging the audited budget numbers does not mean the Board agrees with it, but she feels it should be acknowledged. Based on past experience, she is not sure if this will change the dynamics or if things will be done differently, but what is currently in place doesn’t seem to impact anything the Board has done so far. As a matter of record, the Board acknowledges the audit but does not approve the audit due to inaccurate information provided. S. Johnson expressed his concern of the audit not being approved by the Board. A. River stated that she would ask that the Board to agree to officially ask the auditing firm to use the specific approved Library budget numbers and ask for a receipt for services. V. Ellis asked how the Board would like to proceed. No further recommendations were given.

Moved by T. Whitley to acknowledge the audit but not approve it because the numbers reported were incorrect.

Seconded by D. Quince-Cobb.

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

No: None

Motion carried (5-0)

- A. River inquired about sending this information to the auditing firm and the Treasury Department. S. Johnson stated that this is a follow-up item that needs to be brought up to the auditors during the next audit review. V. Ellis stated that at the last meeting with Plante Moran, the Board was instructed to confirm the budget numbers and request a separate receipt.
- b. Proposed Library Lease Agreement with the City of Auburn Hills
- V. Ellis stated that a letter was sent to the Mayor on September 10, 2015, and as of today the Board has not received a response. Discussion occurred.

Moved by T. Whitley to send a letter to the Mayor and City Council members requesting a status update or resolution on the letter sent on September 10, 2015, to which the Board has never received a response.

Seconded by S. Johnson.

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

No: River

Motion carried (4-1)

- c. Board Officers

- V. Ellis stated that due to the upcoming election of new Board members, the Library will be short of Board officers, and A. River was asked at the last Board meeting to consider being appointed to the position of Secretary until the next officer's meeting, for the purpose of conducting Library Business. A. River agreed.

Motion by S. Johnson to appoint A. River to the position of secretary until the next officer's meeting for the purpose of conducting business.

Seconded by D. Quince-Cobb.

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

No: None

Motion carried (5-0)

8. New Business:

- Meeting Room Policy
- Study Room Policy

- V. Ellis stated that there are two policies that have been discussed, and is now presented to the Board with minor revisions. V. Ellis ask the Board to review the policies for discussion. A. River asked about the term social gathering, the retention of a Library card, in good standing, and the antique table. S. McCoy gave an example of social gathering, and the Library card has to be an Auburn Hills Public Library card in good standing, and the history of the antique table located in the Large Meeting Room. A. River stated that the Library checks should be made out to the City of Auburn Hills, C/O of the Auburn Hills Public Library.

Moved by D. Quince-Cobb to approve the Meeting Room Policy and the Study Room Policy as submitted.

Seconded by S. Johnson.

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

No: None

Motion carried (5-0)

- Closed Session

Moved by A. River to go into closed session at 6:36 p.m. to discuss a personnel matter.

Seconded by S. Johnson.

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

No: None

Motion carried (5-0)

Moved by A. River to come out of closed session at 6:55 p.m.

Seconded by S. Johnson.

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

No: None

Motion carried (5-0)

10. 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.”

- None

11. Comments from the Board (Communications):

- S. McCoy thanked the Board for their time and commitment.
- T. Whitley thanked everyone for working with her, and it has been a pleasure serving on this Board for several years. She wished the incoming Board the best and the outgoing Board the best in their future endeavors, and she is ready to move on to her future endeavors.
- A. River stated that it has been a completely different experience. She has not always agreed with everyone on the Board, but she has always appreciated what everyone’s opinion has been because a lot of times it has changed her opinion and given her a different perspective. She wished everyone the best whether business, professionally or politically. She enjoyed the opportunity to work with everyone, and it has been a good Board, and they have been great members. A. River discussed an opportunity to volunteer at Boys and Girls Club for Halloween.
- D. Quince-Cobb thanked everyone for having confidence in her and appoint her as one of their trustees. It has been an honor and an experience. She regrets that she will not have an opportunity to finish the next two years. She will attend Council and Library meetings because she wants to follow this out and see what happens. She wished everyone great success. D. Quince-Cobb stated that she will continue to pray for Director McCoy and offered her assistance.
- S. Johnson stated that this has been a great Board to work with, from his appointment to his election. He thinks the Board complement each other that and they didn’t always agree but in the end they did what was best for the Library. S. Johnson encouraged Director McCoy to keep pushing, and he will be around in the community. He will continue to pray for everyone because he knows there have been health challenges, and he wishes everyone all the success in the world, and he can be reached at mrseanjohnson.com.
- V. Ellis stated that she was humbled and she thanked the Board for their trust and confidence in her to serve first as Financial Officer and then President. She now has a phenomenal wealth of knowledge obtained from these opportunities. As a resident of the City she would not have been aware of the issues that have been brought to her attention. She thanked each Board member for their contributions and support. She wished A. River and S. Johnson campaign success. She thanked Trustee Whitley for her support and wished her well on her future political endeavors. She thanked Trustee Quince-Cobb for standing in a gap and assuming a position on the Board. V. Ellis thanked Director McCoy for her guidance, wisdom and her time that she shared with her over the past two years. She doesn’t know where the Board goes from her but she remains optimistic

about the Library Board's successful future, better improvement and continued support. She thanked the Board for standing in the gap during her illness. V. Ellis wished everyone a Happy Halloween and Thanksgiving.

12. Adjournment:

**Motion by A. River to adjourn the meeting at 7:18 p.m.
Seconded S. Johnson.**

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

Motion carried (5-0)