

Auburn Hills Public Library

APPROVED

MINUTES FOR November 17, 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, Kanelo Kastran, Angela River (departed at 7:49 p.m.), Richard Siepielski,

Scott McCallister, Cathy Moldenhauer (Arrived at 5:51 p.m.)

Also Present: Stephanie McCoy, Library Director

Guest: 8

3. Swearing In Ceremony

• City Clerk Terri Kowal performed the swearing in of Kanelo Kastran and Richard Siepielski. Cathy Moldenhauer was sworn in upon her arrival at 5:51 p.m.

4. Approval of the Draft Agenda:

- a. November 17, 2015
- S. McCallister recommended adding Transparency under New Business.

Moved by A. River to approve the October 27, 2015 draft agenda with the following addition: add Transparency under New Business as item d. Seconded by C. Moldenhauer.

Vote: Yes: Ellis, Kastran, McCallister, Moldenhauer, River, Siepielski

No: None Motion carried (6-0)

5. Approval of Draft Library Board Minutes:

a. October 27, 2015 Regular Board Meeting

Moved by A. River to approve the October 27, 2015 Regular Library Board meeting minutes as presented.

Seconded by S. McCallister.

Vote: Yes: Ellis, Kastran, Moldenhauer, River, Siepielski

No: McCallister Motion carried (5-1)

b. September 22, 2015 Closed Session

Moved by A. River to approve the October 27, 2015 Closed Session Library Board minutes with the revision of the spelling of personal to personnel. Seconded by V. Ellis.

Vote: Yes: Ellis, Moldenhauer, River

No: McCallister, Siepielski, Kastran Motion failed (3-3)

6. Financial Report:

a. October 31, 2015

- V. Ellis reported as of October 31, 2015: Total assets are: \$994,365.26. Total liabilities are: \$17,443.43. Total revenues YTD are \$1,111,287.57. Total expenditures YTD are \$912,243.43. Total fund balance YTD is \$777,877.69.
- A. River made a statement regarding Interfund Services deficit, and these numbers are not aligning with the approved budget, and the Board needs to consider how they are going to move forward and address this issue. A. River inquired about line item 271-790-957.000 Misc/Contingency. S. McCoy stated that there were new hires, and their physical and drug testing was paid out of that particular line item.

7. Library Director's Report:

- S. McCoy highlighted Staff In-Service, Barnes & Noble Bookfair, MLA conference, new lighting within the Library building and 2015 Tree Lighting.
- A. River inquired about the dimness of the new lighting. S. McCoy stated that she inquired with DPW regarding adding two light bulbs instead of one for better lighting throughout the building.

8. Old Business:

- a. Proposed Library Lease Agreement with the City of Auburn Hills
- V. Ellis stated follow-up letter has been postponed until new trustees have an opportunity to review all documents related to lease agreement and board is in agreement with next steps.
- R. Siepielski stated that he has talked to the Mayor several times regarding the Library lease, and R. Siepielski would like to hear both sides of the story.

Moved by A. River to post the 1989 Library Lease Agreement with the City of Auburn Hills on the Library's website now, and the most current proposed Lease Agreement with the City of Auburn Hills on the Library's website in two weeks.

Seconded by R. Siepielski.

Vote: Yes: McCallister, Moldenhauer, River, Siepielski

No: Ellis, Kastran Motion carried (4-2)

9. New Business:

- a. Board Officers
- V. Ellis asked the new Library Board members to fill out the Auburn Hills Public Library Board newly
 elected Board documents: Board Member Commitment to Serve, Board of Trustee Confidentiality
 Agreement, Library Board of Trustee Conflict of Interest and Ethics Statement, Conflict of Interest
 Statement and the Library Board Contact Information Form.
- V. Ellis asked the Board if they would like to prepare the slate for Board officers. R. Siepielski stated that he would like to be considered for the Board President. A. River stated that she would like to be considered for any open position. V. Ellis stated that the Board members could send her an email of nominations for officers and she will prepare the slate for the December meeting.
- b. Proposed Library Board Meeting Dates
- C. Moldenhauer stated that Auburn Hills is a blue collar community and she thinks that holding a meeting at 5:45 p.m. is a difficult time to get to the Library. She believes that the Library Board meetings will have more public attendance with a later start time.
- Discussion occurred.
- C. Moldenhauer recommended that the Library Board meetings be held at 7:00 p.m. to make it more convenient for everyone.
- S. McCallister recommended Thursdays as the Library Board meeting day for 2016.

Moved by A. River to approve the Library Board Meeting to Thursdays at 7:00 p.m. for the next fiscal calendar year on the same proposed weeks.

Seconded by C. Moldenhauer.

Vote: Yes: Ellis, Kastran, McCallister, Moldenhauer, River, Siepielski

No: None Motion carried (6-0)

- c. Board Orientation
- V. Ellis introduced Gretchen Denton and Barbara Bonsignore from the Louise Saks Parliamentary Unit to conduct the Board parliamentary orientation.
- d. Transparency

• S. McCallister recommended that the Library Board Meeting audio recordings be posted to the website. A. River stated that the Library Board Meeting recordings have never been posted on the website to her knowledge, but she is not opposed to having the meetings video-recorded, although it would be an added expense. V. Ellis stated that the recordings are not mandatory. It is a vehicle for the development of meeting minutes for the stenographer. V. Ellis reiterated what the parliamentarian stated, the minutes should only highlight what was done at the meetings, and not what was said. S. McCallister voiced his displeasure at the Board contact form located on the Library's website. He stated that he would like to continue to have his personal contact information posted on the Library's website, and invited other Board members to do the same. V. Ellis stated that per the Board policy, she is the Board President and whomever is Board President is the spokesperson for the Library Board, and as part of her role and responsibilities she responds to any complaints by residents. She is obligated to share the information she receives with the Board. S. McCoy explained the establishment of the Board contact form, and the Board minutes captures the creation of the Board contact form.

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

- Alice Kowalski of Rochester Hills commented on the Friends of the Library.
- Sylvia Clark of Auburn Hills commented that it was an honor to be in attendance

11. Comments from the Board (Communications):

the public shall be made directly to the Board."

- C. Moldenhauer stated that she is happy to be here and hopes to catch up at the next Board meeting.
- R. Siepielski stated that he supports Alice in revisiting the Friends of the Library Operating Agreement. He suggested putting the Friends of the Library Operating Agreement on the next agenda for discussion.
- K. Kastran commented that she is happy to be here, and she can see that there is a lot of work to be done. She is looking forward to trying to resolve some issues.
- S. McCallister welcomed the new faces, and is looking forward to a change in the way that the Board thinks and operates. He implores them to ask questions and seek answers. S. McCallister feels that the Board should do a better job in giving the new Board members better background prior to their first meeting, and allow for better discussion during the first meeting. S. McCallister inquired about the lease committee. V. Ellis stated they will move forward with the new Administration. S. McCallister announced that the Rochester Hills Public Library Friends Group raised \$125,000 for their Library and that is a good thing.
- S. McCoy announced her hours of availability dedicated to Board members for Q&A, which are Mondays by appointment 6:00-9:00 p.m. and Thursdays 1:00 p.m.- 3:00 p.m.

• V. Ellis welcomed the newly elected Trustees, and she looks forward to working with them. She welcomed back Trustee McCallister and stated that the Board missed having him in attendance. She thanked the Board for attending tonight's meeting.

12. Adjournment:

Meeting adjourned at 8:06 p.m. by consensus.