

Auburn Hills Public Library

APPROVED

Minutes for October 20, 2016

Location: Small Meeting Room, Auburn Hills Public Library

3400 E. Seyburn Drive, Auburn Hills, Michigan 48326 (248) 370-9466

1. **Call to Order:** Meeting was called to order by President Richard Siepielski at 7pm.

2. **Roll Call:** Richard Siepielski; Kay Kastran; Beverly Miller; Mary Jo Ahern; Vickie Ellis and Cathy Moldenhauer.

Also present: Director, Stephanie McCoy and Transcriber, Sandy Burns

Guest: 1

3. **Approval of Draft Agenda:** Beverly Miller moves to accept the draft agenda and Mary Jo Ahern seconds.

VOTE: Yes, Mary Jo Ahern; Vickie Ellis; Kay Kastran; Beverly Miller; Cathy Moldenhauer and Richard Siepielski.

NO: None Motion carried 6-0

4. **Approval of Draft Library Board Minutes:**
 - a. September 15, 2016 – According to the by-laws one cannot abstain from their vote and Vickie Ellis had done so. A Yes or No vote must be claimed. Vickie Ellis has now voted NO, however would like Richard to provide her with the reference that states this in the by-laws. Mary Jo Ahern moves that we accept these minutes with the changed vote. Cathy Moldenhauer seconds it.

VOTE: Yes, Mary Jo Ahern; Kay Kastran, Beverly Miller, Cathy Moldenhauer and Richard Siepielski.

NO: Vickie Ellis Motion carried 5-1

 - b. September 21, 2016...Vickie Ellis wishes to have her Absence changed to Excused Absence. Cathy Moldenhauer moves to accept the minutes with this change. Kay Kastran seconds.

VOTE: Yes, Mary Jo Ahern; Vickie Ellis; Kay Kastran; Beverly Miller; Cathy Moldenhauer and Richard Siepielski.

NO: None

Motion carried 6-0

5. **Financial Report**: As of September 30, 2016: Total Assets are \$1,148,244.46. Total Liabilities YTD are \$19,655.94. Total Revenues YTD are \$1,163,560.99. Total Expenditures YTD are \$800,827.72. Ending Fund Balance YTD is \$1,128,588.52.

6. **Call to Public**: None

7. **Library Director's Report**: The Library will be participating in the annual tree lighting ceremony.

8. **Other Reports**: Friends of the Library \$1700 on Book Sale. If you have books to donate, please do so. They should be turned into the counter up front!

9. **Ongoing Business**:

a. **Proposed Library Lease Agreement with the City of Auburn Hills**

- i. Lease Committee Update: The board was given a copy of the lease agreement. Vickie Ellis questions why we pay rent...Beverly explains that the city owns the library building. The library could go off campus but at this time chooses to stay within the campus. The library is in control of their own money and has their own millage. ***(Amendment: Vickie would like to know if we received any legal advisement for this contract before being submitted? Also what is the Library rent in comparison to the other buildings within the campus owned by the city?)*** Kay Kastran moves to accept the lease agreement as it stands for the next 5 years. Mary Jo Ahern seconds.

VOTE: Yes, Mary Jo Ahern, Kay Kastran, Beverly Miller, Cathy Moldenhauer and Richard Siepielski.

NO: Vickie Ellis

Motion carried 5-1

a. **Strategic Plan**

- i. Update: Richard and Kay are still looking for a company that would be interested. They were given some ideas. Survey's need to be done first and Kay Kastran suggests that the Library Board needs to get community input before going any further on this.

b. **Collection Agency**

- i. Update: Director McCoy researched other libraries as to how they use Collection Agencies and she is recommending that the library try it for 90 days. Richard moves that we enter an agreement with Unique Co. for 90 days to collect monies on past due books, Beverly Miller seconds.

VOTE: Yes, Mary Jo Ahern, Vickie Ellis, Kay Kastran, Beverly Miller, Cathy Moldenhauer and Richard Siepielski.

NO: None

Motion carried: 6-0

- c. **Director's Evaluation:** Director McCoy was given the choice for an open or closed meeting of which she chose to have it closed. Director McCoy states that she has never had a stenographer stay in this type of meeting before and that this makes her uncomfortable. It is so noted and Richard explained to her that the stenographer indeed can stay. Richard moves to close the open meeting at 7:40; Mary Jo Ahern seconds.

VOTE: Yes, Mary Jo Ahern; Vickie Ellis; Kay Kastran; Beverly Miller; Cathy Moldenhauer and Richard Siepielski.

NO: None

Motion carried 6-0

Vickie Ellis moves to re-open the open meeting at 8:35pm and Richard Siepielski seconds.

VOTE: Yes, Mary Jo Ahern; Vickie Ellis; Kay Kastran, Beverly Miller; Cathy Moldenhauer and Richard Siepielski.

NO: None

Motion carried 6-0

The Library Board of Directors informed Director McCoy of the results of her evaluation. These results show that her work is satisfactory. Richard Siepielski moves to keep the salary as it is at \$75,000 for the year 2017. Mary Jo Ahern seconds.

VOTE: Yes, Mary Jo Ahern; Vickie Ellis; Kay Kastran; Beverly Miller; Cathy Moldenhauer and Richard Siepielski.

NO: None

Motion carried 6-0

10. **New Business:**

- a. 2017 Draft Library Closing Dates:
- b. 2017 Board Meeting dates

Vickie Ellis moves to accept both the 2017 Draft Library Closing Dates and the 2017 Board Meeting dates. Cathy Moldenhauer seconds.

VOTE: Yes, Mary Jo Ahern; Vickie Ellis; Kay Kastran; Beverly Miller; Cathy Moldenhauer and Richard Siepielski.

NO: None

Motion carried 6-0

11. **Comments from the Board:** Richard would like more board members to get involved more with the library functions/activities. This would aid the public in meeting with their Library Board of Directors. Richard also brought up the fact that Board positions will be coming up at the end of the year and would accept any and all nominations.

12. **Adjournment:** Richard moves to adjourn at 8:50pm, Vickie seconds this.

VOTE: Yes, Mary Jo Ahern, Vickie Ellis, Kay Kastran, Beverly Miller, Cathy Moldenhauer and Richard Siepielski.