

Auburn Hills Public Library

**APPROVED**

Minutes for August 25, 2016

**Location: Small Meeting Room, Auburn Hills Public Library**

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

1. **Call to Order**: Meeting was called to order by President Richard Siepielski at 7pm.
2. **Roll Call**: Present: Mary Jo Ahern; Kay Kastran; Beverly Miller; Cathy Moldenhauer and Richard Siepielski. Vickie Ellis was absent and had called in her absence to Richard Siepielski. Also Present were Director, Stephanie McCoy and Transcriber, Sandy Burns  
Guests: 2
3. **Approval of the Draft Agenda**: Richard Siepielski explained that he will send the agenda out early so that if there are any changes and/or conflicts that you can let Cathy Moldenhauer know prior to the meeting so that it can be changed, added or deleted. This will take away from the lengthy discussions and/or debates at each meeting.

Cathy Moldenhauer moves to accept the agenda; Mary Jo seconds it.

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

No: None

Motion carried: 5-0

4. **Approval of Draft Library Board Minutes**: Richard asked for the approval of the July 28<sup>th</sup> board minutes. Kay Kastran moves to approve them and Cathy Moldenhauer seconds.

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

No: None

Motion carried 5-0

a: Richard asked for the approval of the Special Aug. 10, 2016 meeting. Beverly moves to accept and Kay Kastran seconds it.

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

No: None

Motion carried 5-0

5. **Financial Report:** Cathy Moldenhauer reported in Vickie Ellis' absence that as of July 31, 2016: Total Assets are \$1,262,578.26. Total Liabilities YTD are \$20,025.19. Total Revenues YTD are \$1,106,214.59. Total Expenditures YTD are \$629,516.77. Ending Fund Balance YTD is \$765,855.25.
6. **Call to the Public:** Alice Kowolski, president of the Friends presented some bookmarks depicting a used book sale that will occur in September. She also was asking for people to join the Friends society.
7. **Library Director's Report:** Director McCoy reported that the patio is now finished and that the library is very happy with the outcome.

The Library will be hosting several activities in the next few months and are looking for volunteers.

Penal fines were received in the amount of \$45,289.06. Kay speaks about the outstanding fines and how the Lake Orion Library is using a collection agency to get their back fines. The board asks Stephanie to look into this. Beverly asked about locking those people out and those people with fines are blocked. If fines are paid up they will be reinstated with a card.

Kay Kastran asks what exactly Overdrive is. Director McCoy explains that Overdrive is E-books. The State Aid 2<sup>nd</sup> installment came in for \$7,047.28

8. **Ongoing Business:**
  - a. Plante Moran: (open) reviewing
  - b. Proposed Lease Agreement: Employees of the library are just that and are not employed by the city. A new lease will be presented and start at the new year. Beverly Miller feels we should move on it and accept the 5-year lease so we get locked in.
  - c. Strategic Plan: Richard Siepielski states that the meeting is scheduled for August 26, 2016 at Oakland University with Amy Butler to see what services she can offer the library and will update in September. Beverly Miller suggests to table this for a while as it is a lot of work for everything we have going at this time.
  - d. Friends of the Library: Kay Kastran met with Director McCoy and discussed the 2 book nooks. Kay recommends to give the "library" book nook to the friends. We need to build a trust and let the past be just that, the past. Kay is asking Director McCoy to relinquish and Stephanie has asked to wait until September for that decision. Stephanie wants to understand the financial aspect of this! Richard suggests that we have a representative from the Friends to speak. This could bring it to the forefront and maybe come up with a solution. Richard will put this on the agenda for September.
  - e. Directors Evaluation: Kay and Angela (before her leaving) came up with forms for this procedure. Kay Kastran has forms to give the members of the board to fill out and then a form for Director McCoy to fill out. These were passed out and one will be emailed to Vickie Ellis in her absence.
  - f. Personnel Records: Policies and responsibilities by Tom Tangy...proved that the library has their own policies and does not have to follow the cities! All Library paperwork is being kept at the Human Resources Dept. of the City!
  - g. 2017 Budget: Any and all changes must be finished by Nov. 1<sup>st</sup>. However, we try to do the libraries before the city and they usually finish in October. Richard suggests that the board review the budget Stephanie has submitted to them and discuss at a later time.

