

Auburn Hills Public Library

APPROVED

MINUTES FOR November 17, 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 Richard Siepielski at 7pm.

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

Also present : Director Stephanie McCoy and Transcriber Sandy Burns

Guests: 1

3. **Approval of Draft Agenda:**

a: November 17, 2016

Motion was made to accept the agenda as is by Richard; 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

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

- a. October 20, 2016 – Richard Siepielski moves to accept the minutes with the attached revisions (***Did we receive any legal advisement for this contract prior to submittment? What is the rent in comparison to the other buildings in the campus owned by the city?***) from Vickie Ellis. Mary Jo Ahern seconds.

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

NO: Cathy Moldenhauer and Vickie Ellis

Motion carried 4-2

- b. October 20, 2016 Closed Session Minutes. Richard Siepielski makes a motion to approve the closed meeting minutes as presented. 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

5. **Financial Report:** As of October 31, 2016: Total Assets YTD are \$1,066,120.06. Total Liabilities are \$32,230.59. Total Revenues YTD are \$1,171,013.01. Total Expenditures YTD are \$902,978.79. Beginning Fund Balance is \$765,855.25. Ending Balance is \$1,033,889.47.
6. **Call to the Public:** NONE
7. **Library Directors Report:** The Library had an extremely busy month in October with activities for Halloween and meet and greets. Director McCoy has been very busy herself attending workshops, walking in the local homecoming parade and delivering meals on wheels on Oct. 21st, throughout the City of Auburn Hills. On Dec. 2nd, the Library will be hosting a craft table at the DEN, during the City of Auburn Hills 23rd annual tree lighting ceremony.
8. **Other Reports:**
 - a. Friends of the Library – NONE this month.
9. **Ongoing Business:**
 - a. Library Lease Agreement with the City of Auburn Hills was approved by the City on November 11, 2016.
 - b. Strategic Plan is basically on the back burner, surveys are where we are at this point. We are trying to get Dr. Klein from Oakland Univ. Richard keeps calling Dr. Klein but to no avail. Survey Monkey has been looked at and the board will continue to look at various surveys. Director McCoy has some information to give the board on this subject.
 - c. Collection Agency...Board members need to fill out a resolution from TLN before Unique will start. Board discussed having TLN put on the final notice of late fee notice that it will be turned over to collection. Before signing the resolution Vickie suggests the board might be

more comfortable if Unique sends their contract also so that the Board can compare both. Richard agrees with that suggestion. Director McCoy will look into this and it is now tabled until we have more information and/or the Dec. 8th meeting.

10. New Business:

- a. Insurance: Richard would like Stephanie to ask the Insurance for the Terrorism part of the plan. It appears to be missing right now. There is a premium for volunteers but there should be a premium for terrorism.

11. Comments from the Board (Communication):

Reminder to be careful with group emails as if it goes out to more than 4 people on the board it is considered a meeting as per an article that Vickie brought in to show the board.

Times are changing and Richard says we may need to look into acquiring the “hot spot” for the library.

Nominations for the board will take place at the Dec. 8th meeting.

12. Adjournment: Kay Kastran moves to adjourn at 8:05pm, Richard Siepielski seconds.

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