

Board of Trustees

APPROVED MINUTES

Location Small Meeting Room, Auburn Hills Public Library

3400 E. Seyburn Drive, Auburn Hills, MI 48236 (248) 370-9466

Monday, October 30, 2017, 7pm

1. **Call to Order:** President Siepielski called the meeting to order at 7pm.

2. **Roll Call:** Richard Siepielski, Cathy Moldenhauer, Kay Kastren, Beverly Miller and Mary Jo Ahern. Vickie Ellis is absent.

Also present: Interim Director Jan Waun and Transcriber Sandy Burns

Guests: 3

3. **Approval of Draft Agenda:**
 - a. October 30, 2017: Cathy Moldenhauer moves to approve the agenda with the addition of 10b Interim Director and Mary Jo seconds.

VOTE: YES: Cathy Moldenhauer, Richard Siepielski, Mary Jo Ahern, Kay Kastren and Beverly Miller

NO: NONE

Motion carried 5-0

4. **Approval of Draft Library Board Minutes:**
 - a. October 5, 2017: Mary Jo Ahern moves to accept, Kay Kastren seconds it.

VOTE: YES: Cathy Moldenhauer, Richard Siepielski, Mary Jo Ahern, Kay Kastren and Beverly Miller.

NO: NONE

Motion carried 5-0

- b. October 9, 2017: Beverly Miller moves to accept and Mary Jo Ahern seconds it.

VOTE: YES: Cathy Moldenhauer, Richard Siepielski, Mary Jo Ahern, Kay Kastren and Beverly Miller.

NO: NONE

Motion carried 5-0

5. **Financial Report:** As of September 30, 2017: Total Revenues YTD is \$1,101,717.51: Total Expenditures YTD is \$812,599.53 and Ending Fund Balance YTD is \$289,118.18.

6. **Call to the Public:** NONE

7. **Library Director's Report:** November 10th will be in-service day for the staff of the library. Recertification on CPR, Oakland County will come share things we could utilize here at this library. Jan Waun is busily leaning all the aspects of the Library Director job. The roof will be replaced some time in November, but the date is unknown yet at this time. The adult and youth staff are busily preparing for winter programs at the library

8. **Other Reports:**
 - a. Friends of the Library: Novels only book sale, Nov. 30-Dec. 2nd. Holiday basket auction Nov. 20-Dec. 7th. Book store is doing really well, making about \$150 per month.

9. **Ongoing Business:**
 - a. EIN: We have the EIN number, now there are government forms to be filled out. There will be a meeting to talk about how this all works and Plante Moran will be on the phone for this meeting. Now that the library has it's own EIN number we have to sign off and allow the city to pay the taxes.
 - b. 2018 Budget: Meeting will be Wed. Nov. 1, 2017.
 - c. Meet the Candidates: Richard thanks the ladies for setting up the room for Meet the Candidates. There were not a lot of turnout but still it was a good thing.

10. **New Business:**
 - a. Labor Attorney
 - i. Craig Lange: Richard asks for motion to make Craig our attorney for record. Cathy Moldenhauer moves to accept Craig as our Labor Attorney, Mary Jo Ahern seconds it.

VOTE: YES: Cathy Moldenhauer, Beverly Miller, Kay Kastren, Mary Jo Ahern and Richard Siepielski.

NO: NONE Motion carried: 5-0
 - b. Interim director. Kay Kastren moves to accept Jan Waun as Interim Library Director and Beverly Miller seconds it. Raising Jan's salary will be discussed on Wednesday.

VOTE: YES: Cathy Moldenhauer, Beverly Miller, Kay Kastren, Mary Jo Ahern and Richard Siepielski.

NO: NONE Motion carried: 5-0

11. **Comments from the Board (Communication)**: NONE

12. **Adjournment**: Richard moves to adjourn meeting 7:26pm.