

Board of Trustees Meeting

APPROVED MINUTES

Location: Small Meeting Room, Auburn Hills Public Library

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

Thursday, Sept. 27, 2018 at 7PM

1. **Call to Order:** Trustee Kastran called the meeting to order at 7pm.
2. **Roll Call:** Trustee Kastran, Trustee Fletcher, Trustee Reynolds, Trustee Siepielski and Trustee Miller.

Absent: Trustee Ahern

Also present: Director Marble and Transcriber Burns

Guests: 2

3. **Approval of Draft Agenda:** Trustee Reynolds moves to approve the agenda and Trustee Kastran seconds.

VOTE: YES: Trustee Fletcher, Trustee Kastran, Trustee Miller, Trustee Reynolds and Trustee Siepielski.

NO: NONE

MOTION CARRIED 5-0

4. **Approval of Meeting Minutes:** Trustee Miller moves to approve the minutes from August and Trustee Siepielski seconds.

VOTE: YES: Trustee Fletcher, Trustee Kastran, Trustee Miller, Trustee Reynolds and Trustee Siepielski.

NO: NONE

MOTION CARRIED 5-0

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

6. **Financial Report:** As of August 31, 2018, Total Revenues are \$1,126,296.08; Total Expenditures are \$674,403.32; Total Net Revenue vs. Expenditures are \$451,892.76; Total Cutwater Investment is \$739,297.74.

7. **Director's Report:** Trustee Fletcher communicates her positive feelings about the "flow" of the Director's Report now. Trustee Siepielski asks who is in charge if Director Marble is absent and that will be discussed further. The Collection agency is working very well getting materials or monies back for the library.

Director Marble has been very busy since taking over Directorship, meeting with the city manager, going through a never-ending array of files.

Director Marble reports that a very generous donation was made to the library. The Library now has a new Duns number which will be used when applying for any governmental type grants.

A patron came to the library with a concern regarding the uneven walk at the entrance and DPW was contacted to analyze this situation. DPW also did some other work inside the library and in doing so noticed that the wiring is not up to code and will need to be redone.

8. **Other Reports:**

- a. Friends of the Library: Alice Kowolski spoke and announced that The Friends will have a facebook page. She also mentioned that The Friends is part of Amazon Smiles now and people can designate that when they order.

9. **Ongoing Business:**

- a. Switching meetings to 4th Monday of each month in 2019: Director Marble proposes to switch the day at the beginning of the year for the board meetings. The board agrees with this, the meetings will then be held in the Large meeting room. There will be a formal vote on this in December.
- b. Hoopla launch target date: Director Marbles staff would like to launch this in January.

10. **New Business:**

- a. Director's Goals: Director Marble would like to hire a Part Time IT person so that we would not have to use TLN when there are issues because besides what we pay them per year they charge per hour when they help and it's quite expensive.
- b. Personal Property Tax Reimbursement – How it works: 2 payments, one in November and one in February and they both go toward 2018.
- c. Friends of the Auburn Hills Public Library agreement revision: A cleaner, simpler agreement has been written up and will need to be voted upon by the friends and the board of trustees.
- d. Policy review – Child Safety and Well Being: The policy has been reworded to meet the standards of today. Trustee Kastran suggests one small change (child's safety and the safety of others). Trustee Miller moves to accept the policy with the changes made, Trustee Reynolds seconds.

VOTE: YES: Trustee Fletcher, Trustee Kastran, Trustee Miller, Trustee Reynolds and Trustee Siepielski.

NO: NONE

MOTION CARRIED 5-0

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

12. **Adjournment:** Trustee Kastran adjourns the meeting at 7:50pm.