



## Auburn Hills Public Library

### **APPROVED AUBURN HILLS PUBLIC LIBRARY MINUTES FOR 2/27/07**

Location: Small Meeting Room, Auburn Hills Public Library  
3400 E. Seyburn Drive  
Auburn Hills, Michigan 48326

1. **Call to Order:** Vice President B. Sanders called the meeting to order at 3:56 p.m.
2. **Roll Call:** Present: B. Sanders, P. Landsberg, L. Hendricks, N. Phillips and D. McBroom (D. McBroom arrived at 4:05 p.m.). Absent: D. Rohe. Also present: K. Waarala, Director, and Karen Messer, Admin. Assistant.

3. **Approval of minutes from previous meeting:**

**Motion by P. Landsberg to approve the Library Board meeting minutes of January 23, 2007**

**Supported by L. Hendricks.**

**Vote: Yes: Sanders, Landsberg, Phillips, McBroom, Hendricks  
No: None**

**Motion carried (5-0)**

*Financial Report delayed until Financial Officer D. McBroom arrived.*

4. **Public Comments:** None
5. **Library Director's Report:** K. Waarala reported to the Board that Library State Aid is in danger of being cut by 50% for the 2007-2008 budget year. K. Waarala expressed concern that the cut would affect the library cooperative (TLN) that in turn could affect the Library as TLN would have to charge more for services. K. Waarala will be contacting state representatives regarding the issue. K. Waarala informed the Board the Library would be hosting the Notable Books Author Tour on Wednesday, May 23. Youth Services is hosting several events in March including *Mystery Night* and *Battle of the Books*. Adult Services is planning an international film festival in the spring. The Do-It-Yourself Funeral program hosted by Adult Services was a success as 43 people attended. The Oakland Press published an article highlighting the program. The Smart Card advertisement will be in the Oakland Press in March, sharing a full page with several libraries within the northern Oakland county area. C. DeCovich has been working hard on compiling information for the

electronic newsletter. The first issue is due to go out on March 1<sup>st</sup>. The Library will be having a used book sale April 20-21. April 15-21 is National Library Week; K. Waarala informed the Board the Library would incorporate amnesty for overdue fines during this week. If patrons bring in canned goods, their overdue fees will be waived. The Library will give the donated canned goods to a local food pantry or similar organization. K. Waarala informed the Board that the Library's music CDs would be released allowing other TLN libraries within the shared automation system to check CDs out. Traditionally CDs have been circulated in-house only, resulting in an overabundance of materials on the Library's shelves. Circulation staff member Janet Joseph will be leaving the Library in March. Annette Chaney, page and circulation staff member will be taking Janet's position while still maintaining paging responsibilities one day a week. The Library purchased a new projector for the large meeting room.

6. **Financial Officer's Report:** Financial Officer D. McBroom stated that as of January 31, 2007, the total liabilities and fund balance is \$809,116. Total revenues YTD are \$215,385. Total expenditures YTD are \$105,622. Fund balance YTD is \$747,888. The Library received \$213,000 in property taxes. On behalf of the Board, D. McBroom encouraged K. Waarala to purchase materials as the Library needs them. K. Waarala noted that quarterly fees were paid to the Library Network in January.

**Motion by L. Hendricks to approve the financials of January 2007  
Supported by N. Phillips**

**Vote: Yes: McBroom, Landsberg, Phillips, Sanders and Hendricks  
No: None**

**Motion carried (5-0)**

7. **Committee Reports:**

(a) **Personnel Committee:** D. McBroom has received the director evaluations from Board members. A summarized report will be prepared for next month's closed session board meeting.

8. **New Business:**

(a) Library Design quote  
A brief discussion took place and the Board agreed to accept the quote from Library Design to do the consulting that includes 125 hours of planning and not to exceed \$6,500.

**Motion by L. Hendricks to accept the Library Design quote for space reallocation needs for the Library  
Supported by N. Phillips**

**Vote: Yes: McBroom, Landsberg, Phillips, Sanders and Hendricks  
No: None**

**Motion carried (5-0)**

9. **Ongoing Business:** None

10. **Adjournment:**

**Moved by L. Hendricks to adjourn the meeting**

**Supported by P. Landsberg.**

**There being no objections, the meeting was adjourned at 4:36 p.m.**

Submitted by

K. Messer, Admin. Assistant

For Paul Landsberg, Secretary