



Auburn Hills Public Library

**APPROVED
AUBURN HILLS PUBLIC LIBRARY
MINUTES FOR April 28, 2009**

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

1. **Call to Order:** President B. Sanders called the meeting to order at 4:00 pm.
2. **Roll Call:** Present: Bruce Sanders, Paul Landsberg, Nelson Phillips, Deanna Rohe and Gretchen Thams. Also present: Karrie Waarala, Library Director and Jean Smiley, Library Administrative Assistant.

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

Motion by D. Rohe to approve the Library Board meeting minutes of March 31, 2009 as corrected. Supported by P. Landsberg.

Vote: Yes: Sanders, Landsberg, Phillips, Rohe and Thams.
No: None

Motion carried (5-0)

Motion by D. Rohe to approve the corrected Library Board meeting minutes of February 17, 2009 as presented. Supported by N. Phillips.

Vote: Yes: Sanders, Landsberg, Phillips, Rohe and Thams.
No: None

Motion carried (5-0)

4. **Financial Officer's Report:**

- (a) Financial Officer P. Landsberg reported that as of March 31, 2009 total liabilities and fund balance is 1,808,625. Total revenues YTD are \$1,246,198. Total expenditures YTD are \$337,769. Fund balance YTD is \$1,655,788.

5. **Public Comments:** None

6. **Library Director's Report:** K. Waarala asked if there were any questions from either the March or April Director's Report.

- (a) Ms. Waarala stated that the projected total cost of the 3M DVD self-check component is \$11,911.

(b) D. Rohe asked for an update on the Friends of the Library. Ms. Waarala reported that both informational meetings went well. Contact information for the interested volunteers has been compiled. Jan Mitchell, a Friends volunteer, is setting up a meeting date. D. Rohe requested that the Library Board be sent a list of the Friends of the Library Group.

7. **Committee Reports:** None

8. **New Business:**

(a) Review of and change to Internet Policy

Motion by P. Landsberg to approve the Library Internet Policy change. Supported by G. Thams.

The policy will now read:

1. Use is limited to 4 hours maximum total per day.

Vote: Yes: Landsberg, Phillips, Rohe, Thams and Sanders.

No: None

Motion carried (5-0)

(b) Board Vacancy Discussion

K. Waarala suggested that a formal procedure be established to handle Board vacancies. P. Landsberg suggested that the candidates be interviewed. D. Rohe agreed, especially considering that this person may run for election in November. B. Sanders recommended that the two candidates be invited to the next Board meeting and that they be interviewed one at a time at the beginning of the meeting and dismissed after the interview. A candidate will be chosen by the end of the meeting. K. Waarala will invite the candidates for the interviews. Ms. Waarala will also research appropriate questions to be asked of the candidates and the questions will be emailed to the Board Members. B. Sanders will call the appointed candidate following the meeting and a letter will be sent to the other candidate.

(c) May Board Meeting change of date:

Motion by G. Thams to change the next Board Meeting date from May 26, 2009 to May 19, 2009. Supported by D. Rohe.

Vote: Yes: Landsberg, Phillips, Rohe, Thams and Sanders.

No: None

Motion carried (5-0)

(d) Proposed Study Room Policy Change:

K. Waarala presented the proposed Study Room Policy. D. Rohe asked if there should be a time limit on cancelling the room reservation. Ms. Waarala stated that a limit on cancelling would be difficult to enforce. D. Rohe asked if tutoring within the Library disturbs other patrons. Ms. Waarala said that it has not been a problem.

Motion by D. Rohe to accept the new Study Room Policy as presented. Supported by G. Thams.

Vote: Yes: Landsberg, Phillips, Rohe, Thams and Sanders.

No: None

Motion carried (5-0)

9. **Ongoing Business:** K. Waarala stated that the new reusable library bags are very popular with the patrons. Ms. Waarala also stated that the food drive for fines was very successful this year.

10. **Adjournment:**

Motion by P. Landsberg to adjourn the meeting. Supported by N. Phillips.

Vote: Yes: Landsberg, Phillips, Rohe, Thams and Sanders.

No: None

Motion carried (5-0)

There being no objections, the meeting was adjourned at 4:30 pm.

Submitted by:

J. Smiley, Administrative Assistant

For N. Phillips, Secretary