

Clinton-Macomb Public Library

Board of Trustees Meeting Minutes

February 17, 2021

- I. **Call to Order** – The regular meeting of the Board of Trustees of the Clinton-Macomb Public Library was called to order at 6:35 p.m., February 17, 2021 virtually via Zoom in compliance with Michigan Public Act 254 of 2020. The presiding officer was Camille Silda.

A quorum was present, with those attending remotely announcing their physical location as indicated: Barbara Brown (Clinton Township, MI); Cheryl Cannon (Clinton Township, MI); Fred Gibson, Jr. (Clinton Township, MI); Elizabeth Pugh; Peter Ruggirello (Clinton Township, MI); Camille Silda (Macomb, MI); Amy Wille (Caseville, MI); and Ex-officio Larry Neal.

Trustee Michael Lotito was excused.

Guest Kyle Haning of Library Design Associates was attendance.

- II. **Adoption of the Agenda** – On a motion from Mrs. Cannon and seconded by Mrs. Wille the agenda was adopted as presented.
- III. **New North Branch shelving, furniture, and signage proposal** – Mr. Haning provided an overview of the proposal. On a motion from Ms Pugh and seconded by Mrs. Brown the Board authorized Mr. Neal to sign the proposal from Library Design Associates for the purchase and installation of shelving, furniture, signage and related components in an amount not to exceed \$767,242.
- Mr. Haning left the meeting at 7:14 p.m.

- IV. **Approval of Consent Agenda Items** – On a motion from Mrs. Brown and seconded by Ms Pugh the Consent Agenda items were approved/received and filed:

- January 20, 2021 board meeting minutes
- January 2021 treasurer's report
- Letter from Mike Nickerson regarding audit
- State aid report fiscal year 2020-21
- Email to customers regarding return to grab and go service level
- Email response to Open the Books annual FOIA request
- February 2021 *Digital Download*
- February 2021 *Early Lit Tips*
- February 2021 *Library Matters Monthly*
- Customer comment cards
- Press coverage

- V. **Approval of Monthly Bills** – On a motion from Mrs. Brown and seconded by Mrs. Wille the January checks totaling \$266,059.25 and electronic payments totaling \$288,799 were approved.

On a motion from Mrs. Brown and seconded by Ms Pugh the January new North Branch bond fund checks totaling \$104,996.36 and electronic payments totaling \$1,805,175.81 were approved.

Public Comment – There were no members of the public present.

- VI. **Reports** –

Library Director – The report was received, reviewed and filed.

- VII. **Other Business** –

Main Library topography survey proposal – On a motion from Mr. Ruggirello and seconded by Mr. Gibson the Board authorized Mr. Neal to sign a proposal for a topographic survey of the Main Library property from Spaulding DeDecker as an out-of-budget expenditure not to exceed \$16,750.

Sale of current North Branch building – The Marketing Action Plan and Exclusive Listing Agreement provided by Al Iafrate of L. Mason Capitani were reviewed. Mr. Neal will contact the library's legal counsel about one provision of the agreement and ask Mr. Iafrate to resubmit corrected, harmonized versions of the documents.

- VIII. **Adjournment** – On a motion from Mrs. Brown and seconded by Mrs. Cannon the meeting was adjourned at 8:14 p.m.

Approved: March 17, 2021
Elizabeth Pugh, Secretary