

Clinton-Macomb Public Library

Board of Trustees Meeting Minutes

February 16, 2022

- I. **Call to Order** – The regular meeting of the Board of Trustees of the Clinton-Macomb Public Library was called to order at 6:30 p.m., February 16, 2022, in the Board Room at 4090o Romeo Plank Road, Clinton Township, Michigan. The presiding officer was Amy Wille.

A quorum was present, including the following: Cheryl Cannon; Ruth Cummins; Elizabeth Pugh; Camille Silda; Amy Wille; and ex-officio member Larry Neal.

Trustee Lynda Locke was in attendance via phone but due to the current provisions of Michigan’s Open Meetings Act was participating as a non-voting guest.

Trustee Michael Lotito was excused.

Guest Kyra Copeland of TMP Architecture was in attendance.

- II. **Adoption of the Agenda** – On a motion from Mrs. Silda and seconded by Mrs. Cannon the agenda was adopted as amended to add, “II. A. Welcome new Trustee Ruth Cummins,” remove “Other Business VII. D. Request to award switch bid,” and add “Other Business VII. D. Letter in support of Macomb Township grant application.”

- III. **Welcome** – The Board welcomed Mrs. Cummins who was appointed by the Clinton Township Board on February 14 for a term expiring April 30, 2024.

- IV. **Presentation** – Ms Copeland provided an extensive overview of the assessment of the Main Library’s architectural, mechanical and electrical systems. Overall the library has been very well maintained and in very good condition but several components are nearly 20 years old and will be in need of replacement in the near future to the next 5-10 years. The Board asked Mr. Neal to share its appreciation with the library’s facilities staff. Ms Copeland left the meeting at 7:18 p.m.

On a motion from Mrs. Cannon and seconded by Mrs. Cummins the report was received, reviewed and filed.

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

- January 19, 2022 board meeting minutes
- January 2022 treasurer’s report
- Letter to Clinton Township requesting reappointment of Elizabeth Pugh
- Letter thanking Eric Zurawski for donation

- Letter notifying Stephanie Pety of donation
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- Letter thanking Amy Pribac for donation
- Letter notifying Stephanie Pety of donation
- Letter thanking Emily Buchanan for donation
- Letter notifying Maria Oddo of donation
- Freedom of Information Act request from Open the Books
- Email correspondence with Open the Books
- Thank you message from Max Van Jaarsveld
- Congratulations note from Senator Doug Wozniak
- Warning letter to Andrea Collins regarding behavior
- Warning letter to Robert Ritchey regarding behavior
- February 2022 *Digital Download*
- February 2022 *Library Matters Monthly*
- Customer comment cards
- Press coverage

VI. **Approval of Monthly Bills** – On a motion from Mrs. Cannon and seconded by Mrs. Silda the January checks totaling \$328,777.09 and electronic payments totaling \$313,015.95 were approved.

On a motion from Mrs. Cannon and seconded by Mrs. Cummins the January new North Branch bond fund checks totaling \$5,234.50 were approved.

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

VIII. **Reports** –

Library Director – On a motion from Mrs. Silda and seconded by Ms Pugh a letter will be sent to Macomb Township recommending that Ted Bolak be appointed to the upcoming vacancy on the Library Board.

The report was received, reviewed and filed.

IX. **Other Business**

Permission to serve alcohol on June 11 – On a motion from Ms Pugh and seconded by Mrs. Cannon the Board authorized the serving of alcohol at a library program for adults on June 11.

Request for reconsideration of shelving location – On a motion from Mrs. Cannon and seconded by Ms Pugh the Board requested that the items *In Case You're Curious: Questions about Sex from Young People with Answers from the Experts* and *Sexual Consent* be moved from the children's collection to the young adult collection.

Proposed policy updates – On a motion from Ms Pugh and seconded by Mrs. Silda the following policy updates were approved as presented and amended:

- PERF-1 Positions, Standards and In-Charge

- Library Director job description (as amended)
- CUS-2 Code of Conduct
- GOV-1 Library Sponsored and Co-Sponsored Programs
- INF-4 Internet Access, Use and Safety
- MGT-11 Study Room Use
- MGT-14 Media Relations

Letter in support of grant – On a motion from Mrs. Cannon and seconded by Mrs. Silda the Board requested Mrs. Wille to send a letter in support of Macomb Township's application for a TAP grant for a non-motorized path.

Adjournment – On a motion from Mrs. Cummins and seconded by Mrs. Cannon the meeting was adjourned at 8:10 p.m.

Approved: March 16, 2022
Elizabeth Pugh, Secretary