

Clinton-Macomb Public Library

Board of Trustees Meeting Minutes

May 25, 2022

- I. **Call to Order** – The regular meeting of the Board of Trustees of the Clinton-Macomb Public Library was called to order at 6:31 p.m., May 25, 2022, in the Board Room at 40900 Romeo Plank Road, Clinton Township, Michigan. The presiding officer was Amy Wille.

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

Guest Kara Eisenbrey, CMPL Early Literacy Librarian, was in attendance.

- II. **Adoption of the Agenda** – On a motion from Mrs. Cannon and seconded by Mrs. Cummins the agenda was adopted as presented.
- III. **Welcome** – The Board welcomed Mrs. Scharich who was appointed by the Macomb Township Board for a term expiring April 30, 2026.
- IV. **Presentation** – Mrs. Eisenbrey presented an overview of the library’s “books for babies” pilot project with local pediatricians. The Board expressed its appreciation for Mrs. Eisenbrey’s presentation and work at the library.

Mrs. Eisenbrey left the meeting at 7:03 p.m.

- 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:
- April 20, 2022 board meeting minutes
 - April 2022 treasurer’s report
 - Updated 2022 planning calendar
 - FY2020-21 audit representation letter
 - FY2020-21 audit board report
 - FY2020-21 final audited financial statements
 - Thank you letter to Michigan Schools and Government Credit Union for donation
 - Letter from Clinton Township regarding reappointment of Elizabeth Pugh
 - Oath of office from Macomb Township regarding appointment of Lori Scharich
 - Letter to Dr. Genevieve Gangler-Brown regarding library establishment
 - May 2022 *Digital Download*
 - May 2022 *Library Matters Monthly*
 - Summer 2022 *MLBPD Reading Is for Everyone*
 - May 2022 *Tips for Top Notch Teachers*
 - Customer comment cards

- Press coverage

VI. **Approval of Monthly Bills** – On a motion from Mrs. Cannon and seconded by Mrs. Locke the April checks totaling \$194,919.32 and electronic payments totaling \$285,348.71 were approved.

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

VIII. **Reports** –

Library Director – Mr. Neal will send letters to the Clinton Township and Macomb Township Boards thanking them for the appointments of Ms Pugh and Mrs. Scharich.

Mr. Neal shared a thank you card from Dr. Genevieve Gangler-Brown regarding the library's 30 year anniversary update.

The report was received, reviewed and filed.

IX. **Other Business**

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

- INF-3 Website Accessibility policy
- MGT-4 Investment policy
- MGT-14 Photography, Videography, and Media Relations policy
- WORK-1 Employee Conduct and Anti-Harassment policy, guidelines and form
- WORK-2 Anti-Harassment policy merged into WORK-1
- WORK-12 Telework policy form renumbered to WORK-2

Resignation letter from Michael Lotito – On a motion from Mrs. Silda and seconded by Mrs. Cannon the Board approved the following resolution in recognition of Mr. Lotito's 23 years of service:

“Whereas, Michael K. Lotito was appointed to the Board of the Clinton-Macomb Public Library and started service on March 17, 1999, and

Whereas, Mr. Lotito served as the President of the Library Board for the years 2010–11 and 2018–19, and

Whereas, Mr. Lotito played a critical leadership role for the development of the library from its nascent form in 1999 through two successful millage campaigns, five construction projects, considerable growth in collections and staffing, to becoming one of the state's leading public libraries; and

Whereas, Mr. Lotito demonstrated admirable political savvy and diplomacy always keeping the interests of the library a priority during multiple challenging situations;

Therefore, be it resolved that the Board of Trustees of the Clinton-Macomb Public Library extends its sincere gratitude and appreciation

for Mr. Lotito's service over the past twenty-three years, and wishes him good health and great happiness in the future.”

The Board directed Mr. Neal to contact Ted Bolak to see if he was still interested in being recommended for serving on the Library Board.

Adjournment – On a motion from Mrs. Cannon and seconded by Mrs. Cummins the meeting was adjourned at 7:50 p.m.

Approved: June 15, 2022
Elizabeth Pugh, Secretary