

Clinton-Macomb Public Library

Board of Trustees Meeting Minutes

June 15, 2022

- I. **Call to Order** – The regular meeting of the Board of Trustees of the Clinton-Macomb Public Library was called to order at 6:32 p.m., June 15, 2022, in the Large Meeting Room at 35679 South Gratiot Avenue, 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.

Guests Margaret Dekovich, CMPL Head of Staff Development, Emergency Preparedness and South Branch; Gretchen Krug, CMPL Head of Spatial Planning and North Branch; and Ann Dilcher, Quinn Evans Architects (QEA), were in attendance.

- II. **Adoption of the Agenda** – On a motion from Mrs. Silda and seconded by Mrs. Locke the agenda was adopted as presented.

- III. **Presentations** – Ms Dekovich presented an overview of the South Branch services and staff and a tour of the building including the vacant space. The Board expressed its appreciation for Ms. Dekovich's presentation and leadership at the library.

Ms Dilcher presented a proposal for architectural and engineering services and programming study for the Main Library and South Branch. On a motion from Ms Pugh and seconded by Mrs. Locke the Board authorized Mr. Neal to sign QEA's proposal once it is amended to add to the scope the "incorporation of the main elements of the TMP Capital Replacement Study from January 2021" for an out of budget expenditure of \$108,000.

Ms Dekovich, Ms Dilcher and Ms Krug left the meeting at 8:20 p.m.

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

- May 25, 2022 board meeting minutes
- May 2022 treasurer's report
- Updated approved policies, guidelines and forms:
 - o WORK-1 Employee Conduct and Anti-Harassment policy, guidelines and form
 - o WORK-2 Telework policy and form
 - o INF-3 Web Site Accessibility policy
 - o MGT-4 Investment policy
 - o MGT-14 Photography, Videography and Media Relations policy
 - o GSV-1 Library Sponsored and Co-Sponsored Programs guidelines

- Updated library board roster
- Generic letter from Macomb Township Planning Department
- Letter thanking Clinton Township for reappointment of Elizabeth Pugh
- Letter thanking Macomb Township for appointment of Lori Scharich and notification of resignation of Michael Lotito
- Letter thanking Lois Merline for donation
- Letter thanking Ruth Cummins for donation
- Letter to Macomb County regarding Year 11 MLBPD contract
- Qualifying statement compliance approval letter from the state of Michigan
- Letter to Emily Davisson regarding donation
- Letter to June Kier, Kobal and Mitchell families regarding donation
- Letter to George Alexander regarding donation
- Letter to Donna Dean regarding donation
- Letter to Laura Mitchell notifying of donations
- Letter to Daniel and Christina Lawlyes regarding donation
- Email to Kerry Kuzak regarding meeting room policy
- June 2022 *Digital Download*
- June 2022 *CMPL Early Lit Tips*
- June 2022 *Library Matters Monthly*
- Customer comment cards
- Press coverage

V. **Approval of Monthly Bills** – On a motion from Mrs. Cannon and seconded by Mrs. Silda the May checks totaling \$263,994.09 and electronic payments totaling \$315,214.25 were approved.

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

VII. **Reports** –

Library Director – Mr. Neal reported that rates for the library’s medical insurance were set to increase by over 16%. By moving to a comparable high deductible plan with supplements to eligible staff members’ health savings accounts to offset the deductible increase, the overall increase to the cost of the plan could be reduced to 3%.

The report was received, reviewed and filed.

VIII. **Other Business** – None

Adjournment – On a motion from Mrs. Cannon and seconded by Mrs. Cummins the meeting was adjourned at 8:49 p.m.