

Clinton-Macomb Public Library

Board of Trustees Meeting Minutes

September 20, 2023

- I. **Call to Order of the Public Hearing** – The public hearing of the Board of Trustees of the Clinton-Macomb Public Library on the 2023-24 budget was called to order at 6:30 p.m., September 20, 2023 in the Board Room at 40900 Romeo Plank Road, Clinton Township, Michigan. The presiding officer was President Amy Wille.

A quorum was present, including the following: Cheryl Cannon; Ruth Cummins; Lynda Locke; Elizabeth Pugh; Camille Silda; Lori Scharich; James Veal, Jr.; Amy Wille; ex-officio member Larry Neal; and guests Aaron Phillips, McCarthy & Smith and Ann Dilcher, Quinn Evans Architects.

On a motion from Mrs. Silda and seconded by Mr. Veal the proposed preamble and resolution for the proposed budget and millage rate for fiscal year 2023-24 was approved on a unanimous roll call vote.

- II. **Adjournment** – On a motion from Ms Pugh and seconded by Mrs. Locke the public hearing was adjourned at 7:12 p.m.

- III. **Call to Order** – The regular meeting of the Board of Trustees of the Clinton-Macomb Public Library was called to order at 7:13 p.m., September 20, 2023 in the Board Room at 40900 Romeo Plank Road, Clinton Township, Michigan. The presiding officer was President Amy Wille.

A quorum was present, including the following: Cheryl Cannon; Ruth Cummins; Lynda Locke; Elizabeth Pugh; Camille Silda; Lori Scharich; James Veal, Jr.; Amy Wille; ex-officio member Larry Neal; and guests Aaron Phillips, McCarthy & Smith and Ann Dilcher, Quinn Evans Architects.

- IV. **Adoption of the Agenda** – On a motion from Mrs. Cummins and seconded by Ms Pugh the agenda was adopted as presented.

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

- VI. **Presentation** – Mr. Phillips and Ms Dilcher presented a schematic design estimated budget update for the refresh of the Main Library. A photovoltaic cell option will be included as an add alternate cost as part of the bid package.

Mr. Phillips and Ms Dilcher left the meeting at 8:03 p.m.

- VII. **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:

- August 16, 2023 board meeting minutes

- August 2023 treasurer's report
- Annual request from director for evaluation in closed session
- September 2023 *Library Matters Monthly*
- September 2023 *Digital Download*
- September 2023 *Early Lit Tips*
- Customer comment cards
- Press coverage

VIII. **Approval of Monthly Bills** – On a motion from Mrs. Cannon and seconded by Mrs. Silda the August checks totaling \$202,640.74 and electronic payments totaling \$363,293.07 were approved.

IX. **Reports** –

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

X. **Other Business**

2024 Planning Calendar – On a motion from Mrs. Cannon and seconded by Ms Pugh the Board approved the 2024 Planning Calendar as presented.

Election of Nominating Committee – On a motion from Mrs. Cummins and seconded by Mrs. Locke the Board elected the following members to serve on the Nominating Committee to propose a slate of 2024 officers: Camille Silda, Chair; Elizabeth Pugh; and Amy Wille.

Engagement of auditor – On a motion from Mrs. Cannon and seconded by Ms Pugh the Board authorized the Library Director to hire Andrews, Hooper, Pavlik, PLC for the 2022-23 fiscal year audit as proposed in the audit engagement and scope letters dated September 14, 2023.

Request to renew snow removal services agreement – On a motion from Mrs. Silda and seconded by Mrs. Scharich the Board authorized the Library Director or his designee to sign a contract with Big Lakes for 2023-24 snow removal.

Request to renew landscape maintenance agreement – On a motion from Mrs. Silda and seconded by Mrs. Cummins to Board authorized the Library Director or his designee to sign a contract with SiteScape for 2024 landscape maintenance services.

Permission for SEMCOG to serve alcohol – On a motion from Mrs. Scharich and seconded by Mrs. Locke the Board authorized SEMCOG to serve alcohol at a cash bar at the Main Library on March 21, 2024 contingent upon SEMCOG meeting any and all requirements by the library's insurance carrier and as long as the alcohol is served to registered attendees only and consumed in the auditorium.

Library Director evaluation process – On a motion from Mrs. Silda and seconded by Ms Pugh and in compliance with Michigan's Open Meetings Act, the Library Director's evaluation will be conducted in closed session as he requested at the October Board meeting and Mrs. Wille will compile

the Board's evaluation at that meeting.

Library Director employment agreement – On a motion from Mrs. Silda and seconded by Ms Pugh the Board authorized Mrs. Wille to sign the updated Library Director employment agreement dated September 4, 2023 as amended and approved the text of Exhibit A as presented. Mrs. Cannon voted against the motion solely based on a concern over a potential policy conflict.

At 9 p.m. a sign was posted on the library's entrance door notifying members of the public of how they could attend the meeting.

Relocation of Main Library dedication, donor and past board member signage – On a motion from Mrs. Silda and seconded by Ms Pugh the Board requested Mr. Neal to propose a solution to relocate the dedication and donor information and signage recognizing the service of former trustees to the wall near the elevator.

- XI. **Adjournment** – On a motion from Mrs. Locke and seconded by Mrs. Scharich the meeting was adjourned at 9:10 p.m.

Approved: October 25, 2023

Elizabeth Pugh, Secretary