

## Clinton-Macomb Public Library

### Board of Trustees Meeting Minutes

November 15, 2023

- 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., November 15, 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 Benjamin Telian, Quinn Evans Architects. Additional guests Senator Veronica Klinefelt, Representative Joseph Aragona, Representative Denise Mentzer, staffer Kerry Jantz and staffer Noah Peterson were in attendance.
- II. **Adoption of the Agenda** – On a motion from Mrs. Cannon and seconded by Mrs. Locke the agenda was adopted as presented.
- III. **Public Comment** – The state legislators presented the Library Board with a special 20<sup>th</sup> anniversary tribute for the Main Library. The legislators and their staff members left the meeting at 6:39 p.m.
- IV. **Presentation** – Messers. Phillips and Telian presented a design development estimated budget update for the refresh of the Main Library. The project is tracking \$1.3M under the target estimate.  
  
Messers. Phillips and Telian left the meeting at 7:30 p.m.  
  
On a motion from Mrs. Cannon and seconded by Ms Pugh the design development estimated budget was received, reviewed and filed.  
  
Mr. Neal provided an updated financial forecast based on current bond interest rates that are expected to be higher than estimated last spring. On a motion from Mrs. Cannon and seconded by Mrs. Scharich the forecast was reviewed, received and filed.
- V. **Approval of Consent Agenda Items** – On a motion from Mrs. Silda and seconded by Mrs. Locke the Consent Agenda items were approved/received and filed:
  - October 25, 2023 board meeting minutes as corrected and closed session minutes
  - October 2023 treasurer’s report
  - 2024 Dinner Club volunteer assignments
  - Updated BENR-2 Pension policy
  - Updated MGT-7 Reconsideration of library materials policy and form
  - Updated 2023 Library Board roster
  - Thank you note from staff of Almont District Library

- Note regarding Main Library's 20<sup>th</sup> anniversary from County Prosecutor Peter Lucido
- Warning to customer due to conduct October 2023 *Tips for Top Notch Teachers*
- November 2023 *Library Matters Monthly*
- November 2023 *Early Lit Tips*
- Customer comment cards
- Press coverage

VI. **Approval of Monthly Bills** – On a motion from Mrs. Cannon and seconded by Mr. Veal the October checks totaling \$297,890.25 and electronic payments totaling \$342,529.95 were approved.

VII. **Reports** –

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

VIII. **Other Business**

*Annual request to approve legal counsel* – On a motion from Mrs. Cannon and seconded by Ms Pugh the Board approved retaining Michael Nickerson, Anne Seurnyck, Tom Colis, and Daniel Bernard as the library's legal counsel.

*2022-23 fiscal year budget amendment* – On a motion from Mrs. Silda and seconded by Mrs. Scharich the Board approved the 2022-23 fiscal year budget amendment as presented.

*Request to approve contract for new phone system* – On a motion from Mr. Veal and seconded by Ms Pugh the Board authorized the Library Director or his designee to sign a 3-year contract for a new phone system with Telcom/Enertron for a one-time fee of \$13,100 and a monthly cost of \$1,050 resulting in a partially out-of-budget expenditure of \$7,700 for the 2023-24 fiscal year.

IX. **Adjournment** – On a motion from Mrs. Silda and seconded by Mrs. Locke the meeting was adjourned at 7:56 p.m.

Approved: December 20, 2023

Elizabeth Pugh, Secretary