

Clinton-Macomb Public Library

Board of Trustees Meeting Minutes

December 20, 2023

- I. **Call to Order** – The regular meeting of the Board of Trustees of the Clinton-Macomb Public Library was called to order at 6:31 p.m., December 20, 2023 in the Board Room at 4090o 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 guest Jamie Morris, Head of Communications and Strategy.
- II. **Adoption of the Agenda** – On a motion from Mrs. Silda and seconded by Mrs. Cummins the agenda was adopted as presented.
- III. **Public Comment** – There were no members of the public present.
- IV. **Presentation** – Ms Morris provided a preview of the new website and catalog. The Board thanked Ms Morris for her excellent work.
- 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:
 - November 15, 2023 board meeting minutes
 - November 2023 treasurer’s report
 - Approved 2022-23 fiscal year budget amendment
 - Updated 2024 planning calendar
 - Letter to Anne Seurnyck regarding reappointment as legal counsel
 - Letter to Daniel Bernard regarding reappointment as legal counsel
 - Letter to Michael Nickerson regarding reappointment as legal counsel
 - Letter to Thomas Colis regarding reappointment as legal counsel
 - Letter thanking Senator Veronica Klinefelt for tribute
 - Letter thanking Representative Joseph Aragona for tribute
 - Letter thanking Representative Denise Mentzer for tribute
 - Thank you letter from St. Paul of Tarsus
 - December 2023 *Library Matters Monthly*
 - December 2023 *Digital Download*
 - December 2023 *Early Lit Tips*
 - December 2023 *Reading Is for Everyone Monthly MLBPD*
 - Customer comment cards
 - Press coverage
- VI. **Approval of Monthly Bills** – On a motion from Mrs. Cannon and seconded by Ms Pugh the October checks totaling \$306,761.88 and electronic payments totaling \$637,457.34 were approved.

VII. Reports –

Library Director – Mr. Neal reported that McCarthy & Smith will be putting out the first bid for the Main Library refresh for four heat recovery chillers given the potential long lead time. Mr. Neal will direct the architect to include a larger, replacement generator in the bid specifications. The report was received, reviewed and filed.

VIII. Other Business

Election of 2024 Library Board officers – On a motion from Mrs. Silda on behalf of the Nominating Committee the following officers were elected for 2024:

President..... Ruth Cummins
Vice-President..... Lori Scharich
Secretary Elizabeth Pugh
Treasurer..... Cheryl Cannon

The Board thanked Mrs. Wille for her three years of service as Library Board President.

DIA Inside / Out agreement – On a motion from Mrs. Silda and seconded by Mrs. Locke upon review by the library’s legal counsel and upon mutual agreement by the Library Board President and the Library Director, the Board authorized the Library Director to sign an agreement with the DIA to participate in the Inside |Out program.

Proposed update to PERF-5 Separation from Service policy – On a motion from Mrs. Locke and seconded by Mrs. Cummins the Board approved the proposed update to PERF-5 Separation from Service policy as presented.

Main Library replacement clock system – On a motion from Ms Pugh and seconded by Mrs. Locke the Board authorized the Library Director or a person designated by the Library Director to purchase a replacement clock system from American Time and sign a contract with Sequoia for cabling and installation in an out-of-budget expenditure not to exceed \$14,500.

IX. Adjournment – On a motion from Mrs. Cummins and seconded by Ms Pugh the meeting was adjourned at 7:24 p.m.

Approved: January 17, 2024
Elizabeth Pugh, Secretary