

Clinton-Macomb Public Library

Board of Trustees Meeting Minutes

February 21, 2024

- 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., February 21, 2024 in the Board Room at 4090o Romeo Plank Road, Clinton Township, Michigan. The presiding officer was President Ruth Cummins.

A quorum was present, including the following: Cheryl Cannon; Ruth Cummins; Elizabeth Pugh; Lori Scharich; Camille Silda; James Veal, Jr.; Amy Wille; ex-officio member Larry Neal; and guests Jeannie Rivers, Head of Finance and Benefits; Fatima Beacham, Quinn Evans; and Jeff Anderson, Michigan CLASS.

Trustee Lynda Locke attended via telephone but did not participate in the meeting and was legally considered excused.

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

- III. **Public Comment** – Angela Cope, P.O. Box 435, Royal Oak, MI 48068 participated in public comment.

Ms Cope left the meeting at 6:41 p.m.

- IV. **Presentations** – Ms Beacham presented the Main Library renovation interior finish schedule and sample board. The Board thanked her for her excellent work.

Ms Beacham left the meeting at 7 p.m.

Mr. Anderson provide an overview of MI CLASS as an authorized investment option for the library. On a motion from Mrs. Scharich and seconded by Ms Pugh the Board approved the following resolution:

“WHEREAS, the Michigan Cooperative Liquid Assets Securities System (Michigan CLASS) is compliant with Public Act 20, and;

WHEREAS, the Michigan CLASS Board of Trustees oversees the pool and directs the pool administrator, Public Trust Advisors, to emphasize safety, liquidity, and convenience while providing diversification of investments and the advantage of a competitive return, and;

WHEREAS, Michigan CLASS investments are fully compliant with all appropriate Michigan investment laws, and;

WHEREAS, the investment has no restrictions regarding withdrawals or contributions, affording the library the ability to use Michigan CLASS as it best suits its individual needs;

THEREFORE, BE IT RESOLVED that the Clinton-Macomb Public Library approves the Michigan Class Investment Pool as an authorized investment

institution and authorizes the Library Director or a person designated by the Library Director to complete the necessary paperwork to enroll in the pool.”

Ms Rivers and Mr. Anderson left the meeting at 7:23 p.m.

- V. **Approval of Consent Agenda Items** – On a motion from Mrs. Wille and seconded by Mrs. Cannon the Consent Agenda items were approved/received and filed:
- January 17, 2024 board meeting minutes
  - January 2024 treasurer’s report
  - Approved, updated MGT-3 financial guidelines
  - Annual audit letter – Daniel Bernard
  - Annual audit letter – Michael Nickerson
  - Email to Representative Denise Mentzer regarding Library of Michigan grant
  - Letter to Clinton Township Board of Trustees requesting reappointments
  - February 2024 *Library Matters Monthly*
  - February 2024 *Digital Download*
  - February 2024 *Early Lit Tips*
  - January 2024 *MLBPD Reading Is for Everyone Monthly*
  - Customer comment cards
  - Press coverage
- VI. **Approval of Monthly Bills** – On a motion from Mrs. Cannon and seconded by Mr. Veal the January checks totaling \$175,498.94 and electronic payments totaling \$350,649.50 were approved.
- VII. **Reports** –
- Library Director* – The Board encouraged Mr. Neal to seek federal earmark funding towards the renovation of the Main Library. The report was received, reviewed and filed.
- VIII. **Other Business**
- Request to hold special Board meeting to award bids* – On a motion from Mrs. Silda and seconded by Mr. Veal the Board amended the 2024 Planning Calendar to add March 27 at 6:30 p.m. as a special Board meeting.
- Closing Main Library early* – On a motion from Mrs. Cannon and seconded by Mrs. Wille the Board authorized the Main Library to be closed at 5 p.m. on the night of the Clinton Township fireworks display and to request the Clinton Township Parks and Recreation Department to have township staff clean up the library grounds the following morning.
- Request to purchase firewall equipment* – On a motion from Mrs. Wille and seconded by Mrs. Scharich the Board authorized the Library Director

or a person designated by the Library Director to sign a purchase agreement for a systemwide firewall replacement with Abadata in an amount not to exceed \$71,497.87

*Request to renew Internet service provider* – On a motion from Mrs. Cannon and seconded by Ms Pugh the Board authorized the Library Director or a person designated by the Library Director to sign a three-year contract with Grid4 for bundled Internet services in an annual amount not to exceed \$42,898.20.

*Request to purchase 80 end panel signs* – On a motion from Mrs. Scharich and seconded by Mrs. Silda the Board authorized the Library Director to sign a purchase agreement for 80 new end panel signs, removal of existing signs, and installation of new signs at the South Branch in an out-of-budget expenditure not to exceed \$11,950.

IX. **Adjournment** – On a motion from Mrs. Wille and seconded by Mrs. Silda the meeting was adjourned at 8:15 p.m.

Approved: March 20, 2024  
Elizabeth Pugh, Secretary