



## Auburn Hills Public Library

### **APPROVED AUBURN HILLS PUBLIC LIBRARY MINUTES FOR 08/26/08**

Location: Large Meeting Room, Auburn Hills Public Library  
3400 E. Seyburn Drive  
Auburn Hills, Michigan 48326

1. **Call to Order:** President B. Sanders called the meeting to order at 3:56 p.m.
2. **Roll Call:** Present: Bruce Sanders, Paul Landsberg, David McBroom, Nelson Phillips, Deanna Rohe and Gretchen Thams. Also present: Harriet Larsen, Friends of Michigan Libraries, Karrie Waarala, Library Director and Jean Smiley, Library Administrative Assistant.

**Motion by D. Rohe to move agenda item 8, New Business, to agenda item 3.**

3. **New Business:**
  - (a) Presentation by Harriet Larsen, Treasurer of Friends of Michigan Libraries.
    - Purpose of Friends of Michigan Libraries is to help Libraries in the state of Michigan and to support individual Friends of Library groups.
    - The purpose of having an AHPL Friends of the Library would be to raise funds and to support the Library. Friends need the cooperation of the Director.
    - In order to start a Friends group, publicity will be needed, i.e. local newspaper, newsletter, flyers, etc. to let the public know that a group is forming.
    - A group can consist of as few as four members: President, Vice President, Secretary and Treasurer.
    - Be sure to invite people of all ages to be a part of the Friends group, including teens.
    - The Friends group would need to fill out an application for non-profit status, including a mission statement for the group.
    - The main way a Friends group raises money is through a book sale. Before a sale takes place, a wish list could be created so that the Friends group knows the desire of the Director. However, the funds belong to the Friends group so in the end they use the money how they choose for the Library.
    - The Library Board members and the Director cannot hold positions or vote in the Friends group. They may be liaisons to the group. Ms. Waarala mentioned that when she was Director of the Mendon Library, she had a wonderful relationship with the Friends group as a liaison.
    - Financial donations to the Library would have to be specific to the Library or to the Friends group.



- (f) AHPL is running a contest for naming the electronic newsletter. Library staff will choose the winner.
- (g) D. Rohe emailed Ms. Waarala stating that the outside drop box is difficult to manage. Ms. Waarala is going to talk to DPW about installing a shelf to make dropping off items easier.

8. **New Business Continued:**

- (b) B. Sanders stated that we need more details about the Friends of Library group. G. Thams asked what the next step would be in establishing a Friends group at AHPL. D. Rohe suggested that the Board look at the Friends of Libraries Manual and documents and then discuss the matter at the next Board meeting. Ms. Waarala stated that after further investigation, the Board will decide if they want a Friends group and if they do, then an informational meeting would be set up to determine if there is community interest. Ms. Waarala stated that she would look at the manual thoroughly before the next meeting as well as the guidelines from TLN.
- (c) P. Landsberg inquired about the status of the additional lighting and paving for the parking lot. Ms. Waarala stated that the lighting is still being looked into and that the parking lot will be repaved next year and possible patching will be done this fall. Mr. Landsberg also inquired about the outside staining of the wood shingles. Ms. Waarala will ask DPW.

9. **Committee Reports:**

- (a) D. Rohe suggested that the forms for Ms. Waarala's review be distributed. J. Smiley, administrative assistant, will make sure all board members receive the forms promptly in order for the Board members to have them filled out by the September meeting and so that Mr. Phillips can have the summary ready by the October meeting.

10. **Ongoing Business:**

- (a) B. Sanders asked if AHPL was going to have downloadable books. Ms. Waarala responded that after evaluating the contract that is available through TLN, we have determined that there is not enough iPod compatible resources available at this time. When more become available, we will address the situation again.
- (b) P. Landsberg asked if we could have another sign made for the antique table stating that nothing be placed on it. J. Smiley will look into having a sign made.

11. **Adjournment:**

**Motion by P. Landsberg to adjourn the meeting. Supported by D. Rohe**

There being no objections, the meeting was adjourned at 5:10 pm.

Submitted by:  
J. Smiley, Administrative Assistant  
For N. Phillips, Secretary