

Auburn Hills Public Library Board of Trustees Regular Meeting

APPROVED MINUTES

Monday, March 9, 2020

Location: 3400 E. Seyburn Drive, Auburn Hills, Michigan 48326 (248) 370-9466

1. **Call to Order**: Trustee Ahern calls the meeting to order at 7pm

2. **Roll Call**: Trustee Ahern, Trustee Kastran, Trustee Miller, Trustee Reynolds.

Absent: Trustee Siepielski and Trustee Fletcher

Also Present: Director Marble and Transcriber Burns

Guests: 1

3. **Approval of Draft Agenda**: Trustee Miller moves to accept and Trustee Kastran seconds it.

VOTE: YES: Trustee Ahern, Trustee Kastran, Trustee Miller and Trustee Reynolds

NO: NONE

MOTION CARRIED: 4-0

4. **Approval of Meeting Minutes**:

- A. Regular Meeting Minutes – Monday February 10, 2020: Trustee Reynolds moves to accept. Trustee Miller seconds.

VOTE: YES: Trustee Ahern, Trustee Kastran, Trustee Miller and Trustee Reynolds

NO: NONE

MOTION CARRIED 4-0

5. **Call to the Public**: NONE

6. **Financial Report**: Trustee Reynolds reads the report as such: As of February 29, 2020; YTD Total Revenues: \$576,665.27; YTD Total Expenditures: \$205,089.24; YTD Total Net Revenue vs Expenditures \$371,576.03; Total Cutwater Investment: \$777,039.08; Total Cash \$935,203.61.

7. **Reports:**

- A. **Director and Coordinators:** The Schedule for the upcoming events, in partnership with the Detroit Institute of Arts, for the Inside Out program have been confirmed.

Connor, Renee and Director Marble had a phone conference with Hoopla on how the library has done in the year since signing up. The statistics were high and the representatives at Hoopla noted that our numbers for TV and movie checkouts was a lot higher than most other libraries.

Director Marble, along with Trustee Ahern, Trustee Fletcher and Trustee Reynolds, all attended the City's training session on Robert's Rules of Order and the Open Meetings Act. The speakers were very informative, and the library does appear to be abiding by the rules for our meetings.

The Friends of the Library held their annual meeting on February 20th at 6:30pm. Trustee Ahern and Trustee Kastran both attended. The Friends approved the library's wish list for Summer Reading and additional events in early fall which include author talks, art show and concerts.

The day after the snowstorm in February it was discovered that the Library was only operating on half of the lights. The City Electrician came over along with members from DPW to determine the cause. It was discovered that a faulty parking lot light was tripping the breaker box and so it was disconnected for the time being. Once that was done the library was up and running on full lighting and able to open on time to the public.

- B. **Friends of the Library:** Alice reports that the Friends are working on their Spring Basket Auction. They are receiving donations.

8. **Ongoing Business:**

- A. **Closed Session – Pending Litigation:** Trustee Ahern moves that we go into the Closed session 8 (e) of open meetings act at 7:20pm. Trustee Miller seconds.

VOTE: YES: Trustee Ahern, Trustee Kastran, Trustee Miller, Trustee Reynolds and Alice Kowolski (vice president of the friends).

NO: NONE

MOTION CARRIED: 4-0

Trustee Reynolds moves to re-open the meeting at 7:50pm, Trustee Miller seconds.

VOTE: YES: Trustee Ahern, Trustee Kastran, Trustee Miller, and Trustee Reynolds, and Alice Kowolski.

- B. **Updated Policy Manual**: The committee and Director Marble has updated the Policy Manual.
- C. **DIA Inside-Out event update**: On May 13th there will be an author presentation at 6:30pm. June 13th will be the Museum Experience at the Detroit Institute of Arts with a free shuttle leaving from the Auburn Hills Public Library at 9am and arriving back to the AHPL approximately 5:30pm. September 21st will be, Behind the Seen Talk at 7pm.

9. **New Business**:

- A. IT Coordinator: Director Marble would like to add Conner on as a full-time employee as of June 1st and this would be a 19-month contract. Discussion took place amongst the board and the board wishes to hire him.
- B. Foster Swift Letter: The letter states that their cost has gone up slightly and this is the firm we would use to write up our millage request if we decide to do that.
- C. Additional Umbrella Liability Insurance Coverage: The City Finance Department was not comfortable with the library's liability insurance amount. Kevin Decker was asked to price out what it would cost to add on umbrella coverage which is what the city has.
- D. Short Takes for Trustees-Board Ethics: Director Marble enclosed the next short takes in the board packet which is Board Ethics.

10. **Comments from the Board**: NONE

11. **Adjournment**: Trustee Ahern adjourns the meeting at 8:20pm.