

Auburn Hills Public Library Board of Trustees Regular Meeting

APPROVED MINUTES

Monday, June 8, 2020

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

(Because of COVID-19 meeting took place via Zoom)

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

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

Absent: Trustee Fletcher and Trustee Reynolds

Also Present: Director Marble and Transcriber Burns

Guests: 3

3. **Approval of Draft Agenda:** Trustee Kastran moves to accept the agenda and Trustee Siepielski seconds.

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

NO: NONE MOTION CARRIED: 4-0

4. **Approval of Meeting Minutes:**
 - A. Regular Meeting Minutes – Monday, May 11, 2020: Trustee Miller moves to accept the minutes and Trustee Kastran seconds.

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

NO: NONE MOTION CARRIED 4-0

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

6. **Financial Report:** Trustee Siepielski presents the financial report: As of May 31, 2020, YTD Total Revenues: \$1,245,625.15; YTD Total Expenditures: \$573,794.75; YTD Total Net Revenue vs Expenditures: \$671,830.40; Total Cutwater Investment: \$793,179.08; Total Cash, \$1,221,529.33.

7. **Reports:**

- A. Director: On May 13th, the Detroit Suburban Librarian Roundtable group met to discuss and share Pandemic Reopening Plans. It was mentioned that all libraries must have a plan in place prior to reopening and a policy as well.

Director Marble applied for 2 grants from the Library of Michigan. One is for additional PPE (Personal protection equipment) and the other for digital inclusion supplies. The total grant request was for \$3500. Director Marble will find out later in June if they were approved.

Director Marble has been bringing in staff in limited capacity to help prepare the building for when the library does reopen.

The week of May 25, Library Design installed a new entry mat/grate to replace the old one which was posing a tripping hazard.

Director Marble spoke with Tom Tanghe concerning the cleaning of the library on Saturdays. Because of the COVID-19 issues he has agreed to have the library cleaned every Saturday at no additional charge at this time.

- B. Friends of the Library: At this time, the Friends of the Library are on hold until they can return to the library.

8. **Ongoing Business:**

- A. Closed Session-Ongoing Litigation: Trustee Ahern moves per section 8E Open Meetings Act to close this meeting at 7:12pm and Trustee Kastran seconds.

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

NO: NONE

MOTION CARRIED: 4-0

Trustee Kastran moves to open the meeting back up at 7:36pm and Trustee Miller seconds.

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

NO: NONE

MOTION CARRIED: 4-0

9. **New Business:**

- A. Amend wording on prior approval for Resolution Item: 2019 Book Donation: Trustee Ahern moves to accept the recommended motion: To approve the addition of \$9000 to the 2020 book budget and amend line item 271-790-982-000 – Books from \$86,000 to \$95,000 and Trustee Siepielski seconds.

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

NO: NONE

MOTION CARRIED: 4-0

- B. Policy 421 Library Reopening and Plan to Reopen Guidelines: Director Marble explains the order of how the library will open when they get the green light from Governor Whitmer: It will be first Curbside, then Grab and Go and then total reopening. Upon reopening the library would like to have an infrared thermometer. Trustee Ahern moves to approve the purchase of an infrared thermometer for the library and Trustee Kastran seconds.

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

NO: NONE

MOTION CARRIED: 4-0

10. **Comments from the Board:** Once the library moves to Grab and Go the Friends of the Library will be able to return. Book donations to the library will not be accepted until August.

Justin from Plante Moran will present the audit at the July Meeting.

11. **Adjournment:** Trustee Ahern adjourns the meeting at 8:15pm.