

Auburn Hills Public Library Board of Trustees Regular Meeting

APPROVED MINUTES

Tuesday, February 15, 2022 at 7 p.m.

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

1. Call to Order: President Fletcher calls the meeting to order at 7 p.m.

2. Roll Call: Present: Trustee Ahern, Trustee Fletcher, Trustee Miller, Trustee Reynolds, and Trustee Schie. Absent: Trustee Siepielski.

Also present: Director Marble and Transcriber Larsen

Guests: 1

3. Approval of Draft Agenda: Trustee Reynolds moves to accept the agenda and Trustee Ahern seconds.

VOTE: YES: Trustee Ahern, Trustee Fletcher, Trustee Miller, Trustee Reynolds, and Trustee Schie.

NO: NONE

MOTION CARRIED: 5-0

4. Approval of Meeting Minutes:

Regular meeting minutes of Monday, January 10, 2022: Trustee Miller moves to accept the minutes and Trustee Reynolds seconds.

VOTE: YES: Trustee Ahern, Trustee Fletcher, Trustee Miller, Trustee Reynolds, and Trustee Schie.

NO: NONE

MOTION CARRIED: 5-0

5. Call to the Public: NONE

6. Financial Report: As of January 31, 2022, YTD Total Revenues: \$461,506.13; YTD Total Expenditures: \$99,870.44; YTD Total Net Revenue vs Expenditures \$361,635.69; Total Cutwater Investment \$793,482.08; Total Cash: \$899,329.00

7. Reports:

- A. Director and Coordinator Reports: Director Marble reported that he and Erin Look had consulted with an artist about the possibility of adding a children's-themed mural to the stairwell wall.

Postings have gone out for a part-time custodial position and a page position.

An email was received from the head of adult services at Dexter District Library commending Lindsey Ellison for her efficient reference service.

The library was queried by the city finance office about the TIFA capture on our new millage. Director Marble sought a legal opinion from Foster, Swift, Collins & Smith, which explains that a 2017 Michigan law prevents TIFA capture of new library millage unless the library board chooses to opt in.

Library Design hopes to begin this year's renovation projects on February 28.

Track lighting is gradually being removed from the building and will be replaced by canister lights at city expense. The track lights have been burning out and have been very inefficient.

- B. Friends of the Library report: One of the telescopes for the library has been purchased and will be tested as soon as a clear night with moderate temperatures allows. Raffle baskets are being considered for inclusion in the book sale.

8. Ongoing Business:

- A. Review and approve benefit policy for permanent part-time staff:

The policy was modeled after the policy used by the City of Auburn Hills.

Trustee Reynolds moves to adopt Policy 209 as proposed by Director Marble, and Trustee Miller seconds.

VOTE: YES: Trustee Ahern, Trustee Fletcher, Trustee Miller, Trustee Reynolds, and Trustee Schie.

NO: NONE

MOTION CARRIED: 5-0

- B. Quotes regarding strategic planning consultants: Director Marble received quotes from Jade Strategies, MCLS, and Rethinking Libraries. The high bid was \$24,000, and the low bid was \$13,400 plus expenses. Trustee Fletcher asked Director Marble to elaborate on the timeline for the strategic planning process. Trustee Reynolds asked whether the director and staff would be comfortable handling the process without a consultant, given the time investment involved. Director Marble replied that he has been through the process enough times that he is comfortable handling the process on his own. Director Marble asks that the trustees consider the matter and make a decision at the March board meeting.

New Business:

- A. Review and amend 2022 budget

Director Marble reviewed the amendments that the finance committee has recommended for the 2022 budget.

Trustee Reynolds moves to approve the amended budget as presented and Trustee Ahern seconds.

VOTE: YES: Trustee Ahern, Trustee Fletcher, Trustee Miller, Trustee Reynolds, and Trustee Schie.

NO: NONE

MOTION CARRIED: 5-0

- B. Review of staff pay scales

Director Marble explained the reasons for the adjustments to the staff pay scales. Trustee Miller noted that it would be helpful to the board to have staff members attend the board meetings on a rotating basis so that board members can become acquainted with them and better understand their job duties.

- C. Approve updated meeting room policy: Director Marble noted that some of the repetitive language in the policy has been eliminated and the policy has been simplified. Several trustees questioned the inclusion of the bulleted list of groups and recommended that it be eliminated. Trustee Schie recommended that the policy include a provision that the Library Director may reject any reservation. Director Marble will further revise the policy to address trustees' concerns.

Trustee Miller moves to table the consideration of Policy 412.0 so that Director Marble may further revise it, and Trustee Reynolds seconds.

VOTE: YES: Trustee Ahern, Trustee Fletcher, Trustee Miller, Trustee Reynolds, and Trustee Schie.
NO: NONE MOTION CARRIED: 5-0

- D. Approve collection development policy: Director Marble presented a new collection development policy devised by Renee Holden and Erin Look, and reviewed by the policy committee.

Trustee Schie moves to approve Policy 421 as presented and Trustee Ahern seconds.

VOTE: YES: Trustee Ahern, Trustee Fletcher, Trustee Miller, Trustee Reynolds, and Trustee Schie.
NO: NONE MOTION CARRIED: 5-0

9. Comments from the Board

Trustee Miller asked about the rescheduling of the staff appreciation dinner, and Director Marble replied that he is planning to hold it in the spring.

10. Adjournment: President Fletcher adjourns the meeting at 8:01 p.m.