

Auburn Hills Public Library Board of Trustees Regular Meeting

APPROVED MINUTES

Monday, August 8, 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 Fletcher, Trustee Miller, Trustee Reynolds, Trustee Schie, and Trustee Siepielski.

Absent: Trustee Ahern

Also present: Director Marble and Stenographer Larsen

Guests: 2

3. Approval of Draft Agenda:

Trustee Reynolds moves to approve the draft agenda and Trustee Schie seconds.

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

NO: NONE

MOTION CARRIED: 5-0

4. Approval of Meeting Minutes:

Regular meeting minutes of Monday, July 11, 2022: Trustee Miller moves to accept the minutes and Trustee Siepielski seconds.

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

NO: NONE

MOTION CARRIED: 5-0

5. Call to the Public:

Guest: Staff member Cole Bratten

Mr. Bratten serves as the library's Technology Coordinator. He explained how the library's new security camera system operates. Four cameras will be deployed inside the library building, and the video footage will be stored in the cloud.

6. Financial Report: As of July 31, 2022, YTD Total Revenues: \$1,910,213.78; YTD Total Expenditures: \$907,705.60; YTD Total Net Revenue vs Expenditures \$1,002,508.18; Total Cutwater Investment \$773,953.08; Total Cash: \$1,637,695.61.

7. Reports:

- A. Director and Coordinator Reports: Director Marble reported that Amanda and Renee participated in Meals on Wheels in July, and the library will participate again in September.

Director Marble is working on the five-year budget outlook and would like to have the finance committee meet in August to discuss the budget projections.

We have two new staff members in Information Services and one in Youth Services. We are looking at adding one new clerk because two of our current clerks will be cutting back their hours. Director Marble will be interviewing for a weekend custodian soon.

DPW has patched the parking lot stairs and hopes to replace them in the future.

- B. Friends of the Library report: The Friends will resume meeting in September. The current special in the sale room is “Back to School/Learn a New Hobby,” and seems to be very popular.

8. Ongoing Business:

- A. Strategic Direction refresh update

Director Marble reminded everyone to reserve Saturday, August 13, from 9:30 to 3:00 p.m. for the board’s strategic direction retreat.

- B. Lending Library in downtown AH and possible alternate locations

Director Marble reported that there is no appropriate space near The Den that will accommodate the lending library kiosk. City officials have ruled it out as a possibility. A site in the park is problematic because of underground water lines that would prevent the installation of the kiosk’s foundation. Director Marble reached out to Great Lakes Crossing management to determine whether they would have any interest in working with the library and what a lease might cost. The library will not give a presentation on the lending library kiosk at the August 22 city council meeting because a recommendation has not yet been formed.

9. New Business:

- A. Trustee Siepielski provides feedback from Novi and Holland libraries, as well as Peton Neilson, Envisionware representative, on remote libraries

Trustee Siepielski reported on his conversations with Peton Neilson of Envisionware as well as the directors of the Novi and Holland libraries. The directors both reported that the biggest issue with the machine is jams with the elevator system that moves the materials inside the machine. Both libraries disliked the cost of the canopy. Novi reported that its machine is used mostly by families and children. Neither library complained about any vandalism.

- B. Review the process to evaluate the Director
Trustees reviewed the staff leadership survey used in 2021 and agreed to remove a question about the evaluation of coordinator performance because it does not apply to most staff. President Fletcher will tally the staff responses.

- C. Schedule financial committee meeting to review 2022 projected budget and 2023 requested budget

Members of the finance committee agreed to meet on Monday, August 22 at 6:30 p.m.

10. Comments from the Board

Trustee Schie asked that the issue of trustees attending board meetings remotely be researched with respect to the Michigan Open Meetings Act.

11. Adjournment: President Fletcher adjourns the meeting at 8:00 p.m.