



Auburn Hills Public Library

APPROVED
AUBURN HILLS PUBLIC LIBRARY
MINUTES FOR February 28, 2012

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

1. **Call to Order:** President Ben Sebrowski called the meeting to order at 4:30 pm.
2. **Roll Call:** Present: Ben Sebrowski, VeRonica Mitchell, Nick Shone, Toni Whitley, Angela River and Mary Do Demeulemeester (late arrival 4:31 pm).
Also present: Stephanie McCoy, Library Director and Linda Coleman, Operations Coordinator (late arrival 4:31 pm).
Also present: members of the public.

3. **Acceptance of the Agenda:**

B. Sebrowski proposed that agenda #8 Ongoing Businesses, item (a) Director's Evaluation, be moved after #9 New Business, item (c) Communication. Library Director requested that the evaluation take place in Executive Session.

Motion by V. Mitchell to accept the agenda with the above changes.
Supported by A. Rivers.

Vote: Yes: Sebrowski, Mitchell, Demeulemeester, River, Shone, and Whitley
No: None Motion carried (6-0)

4. **Approval of Board minutes from January 24, 2012:**

Motion by N. Shone to approve the minutes of January 24, 2012.
Supported by V. Mitchell.

Vote: Yes: Sebrowski, Mitchell, Shone, Rivers, Demeulemeester, and Whitley
No: None Motion carried (6-0)

5. **Financial Officers Report:**

President B. Sebrowski reported that as of January 31, 2012, total assets are \$1,078,200. Total liabilities are \$209,507. Total liabilities and fund balance is \$1,078,200. Total revenues YTD are \$325,230. Total expenditures YTD are 95,039. Fund balance YTD is \$868,693.

(b) Communications

- Plante Moran sent the Library Director their annual Management Representation Letter and all Library Board members received a Pre-Audit Communication Letter.

Executive Session:

(a) Director's Evaluation Discussion

**Motion by B. Sebrowski to close the regular Library Board meeting at 4:59 p.m. and go into Executive Session for the Library Director's Evaluation.
Supported by V. Mitchell.**

Vote: Yes: Sebrowski, Mitchell, Shone, Demeulemeester, River, and Whitley
No: None
Motion carried (6-0)

**Motion by B. Sebrowski to close Executive Session at 5:19 p.m.
Supported by N. Shone.**

Vote: Yes: Sebrowski, Mitchell, Shone, Rivers, DeMeulemeester, and Whitley
No: None
Motion carried (6-0)

M. Demeulemeester suggested that the Library Director and staff consider seeking a volunteer from a large corporation to assist us with the Library's strategic plan.

A. River requested that the Privacy Act be added to the March agenda for discussion.

10. Adjournment:

**Motion by B. Sebrowski to adjourn the meeting.
Supported by A. River.**

Vote: Yes: Sebrowski, Mitchell, Shone, Demeulemeester, River, and Whitley
No: None
Motion carried (6-0)

There being no objections, the meeting was adjourned at 5:22 pm.

Submitted by:
S. McCoy, Library Director and L. Coleman, Operations Coordinator
on behalf of the Library Board Secretary, T. Whitley