



Auburn Hills Public Library

APPROVED

AUBURN HILLS PUBLIC LIBRARY

MINUTES FOR January 24, 2012

Location: Large 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.
Also present: Stephanie McCoy, Library Director and Linda Coleman, Operations Coordinator.
Also present: members of the public. Absent: Mary Do DeMeulemeester and Angela River excused.

3. **Acceptance of the Agenda:**

**Motion by N. Shone to accept the agenda as presented.
Supported by V. Mitchell.**

Vote: Yes: Sebrowski, Mitchell, Shone and Whitley
No: None Motion carried (4-0)

4. **Approval of Board minutes from December 13, 2011:**
**Motion by V. Mitchell to approve the minutes of December 13, 2011.
Supported by T. Whitley.**

Vote: Yes: Sebrowski, Mitchell, Shone, and Whitley
No: None Motion carried (4-0)

5. **Financial Officers Report:**

President B. Sebrowski reported that as of December 31, 2011, total assets are \$862,065. Total liabilities are \$215,626. Total liabilities and fund balance is \$862,065. Total revenues YTD are \$1,202,261. Total expenditures YTD are \$1,240,640. Fund balance YTD is \$646,439.

6. **Public Comments:**

President B. Sebrowski read the protocol for public comments: "The Library Board of Trustees welcomes public comments; speakers will have a maximum of five (5) minutes to address the Board. Each speaker shall state name and address for the record before making comments. Comments requiring a response from the Board will be addressed in writing within two (2) weeks of the meeting at which they were made."

- Jessica Bolton, resident of Robert Court, presented the Board and members of the public with written statements and questions.

7. Library Director's Report:

- S. McCoy asked if there were any questions or concerns regarding her report.
- V. Mitchell commented on the staff participating in the December Tree Lighting Event, how popular the event was, and the Library's continued participation.
- V. Mitchell inquired about the participation of Library employees in the 2011 City Holiday Luncheon.
- L. Coleman responded that Library employees have always participated in the City Holiday Luncheon.
- V. Mitchell congratulated S. McCoy on being elected as the secretary of the Rotary Club.
- V. Mitchell inquired about the Technology Associate position.
- S. McCoy responded that there were about eight responses to the posting. S. McCoy has started the interview process along with City IT Director, Will Cagle.
- President B. Sebrowski inquired if the Administrative Assistant position has been posted.
- S. McCoy replied it will be posted as soon as the Technology Associate is hired.
- S. McCoy highlighted a few events in her Board report: December staff meeting, staff self-evaluations, patrons paying fees and fines online, Mango learn a language subscription, and Safety Committee follow-up.
- President B. Sebrowski asked if there were any further questions regarding the Library Director's Report.

8. Ongoing Business:

Meeting Room Policy

S. McCoy stated that a Draft Meeting Room Policy was reviewed by the City Attorney and the following additions were recommended:

I release and hold harmless the Auburn Hills Public Library and the City of Auburn Hills and their officers, employees and agents from any and all claims, causes of action and lawsuits.

Motion by N. Shone to approve the Meeting Room Policy as presented with the additional language added by the City Attorney and correction of a grammatical error.

Supported by T. Whitley.

Vote: Yes: Sebrowski, Mitchell, Shone, and Whitley

No: None Motion carried (4-0)

9. New Business:

(a) Director's Evaluation Discussion

- B. Sebrowski stated that the Board could submit their completed Library Director's evaluation tonight or via email to be compiled.
- B. Sebrowski discussed creating a Library Director Evaluation Committee to determine the future process of evaluating the Library Director.

Motion by B. Sebrowski to approve the creation of the Library Director Evaluation Committee and the appointment of V. Mitchell and A. River to serve on said committee.

Supported by T. Whitley.

Vote: Yes: Sebrowski, Mitchell, Shone, and Whitley

No: None Motion carried (4-0)

