

Auburn Hills Public Library Board of Trustees Regular Meeting

APPROVED MINUTES

Monday, February 13, 2023 at 7 p.m.

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

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

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

Absent: Trustee Reynolds, Trustee Siepielski

Also present: Director Marble and Stenographer Larsen

Guests: 1

3. Approval of Draft Agenda:

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

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

NO: NONE

MOTION CARRIED: 4-0

4. Approval of Meeting Minutes:

Regular meeting minutes of Monday, January 9, 2023: Trustee Ahern moves to accept the minutes and Trustee Miller seconds.

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

NO: NONE

MOTION CARRIED: 4-0

5. Call to the Public: None

6. Financial Report: As of January 31, 2023, YTD Total Revenues: \$106,909.48; YTD Total Expenditures: \$465,840.10; YTD Total Net Revenue vs Expenditures \$-358,930.62; Total Cutwater Investment \$770,471.08; Total Cash: \$461,714.95. Note: \$309,067.20 of the negative revenue v. expenditures reflects the removal of the annual lease amount in one lump sum versus month by month.

7. Reports:

- A. Director and Coordinator Reports: Director Marble reported that the city decided to debit our building lease amount in one lump sum rather than invoicing us for it month by month. He noted that having a healthy fund balance makes this possible. The board may choose to ask that the monthly option be reinstated. Board members asked Director Marble to request that the process be returned to monthly payments.

We have received two new self-checkout stations will be installed soon. We have received more favorable contract terms by switching companies from Bibliotheca to Envisionware.

Director Marble noted that the exterior of the building is scheduled to be painted this year.

- B. Friends of the Library report: The same board of directors was re-elected at the annual meeting. There are now 76 members. The Friends are particularly looking for book donations of romance paperbacks and nonfiction. The next book sale will be in May.

8. Ongoing Business:

- A. Lending Library Update

Director Marble informed the city that the library would pass on the prospective site by Subway because of the cost of relocating utilities, so the fire department site is now under discussion. If the city decides against the fire department site, we may open discussion with Avondale Public Schools about the former Boys and Girls Club location. We may also discuss using a locker system instead of a materials vending machine.

- B. Youth Renovation Update

Library Design has met with Erin, Candie, and Director Marble, and will bring a prospective layout back to us this week. The city is helping us to get bids for the renovation of the youth bathroom, which is not part of the LDA contract. Director Marble noted that the bathroom will involve an additional cost in the project budget, but it should not be a large expenditure.

- C. Pond Update

The city will not dredge the pond until 2024, but they can cut it back this spring.

New Business:

- A. 2023 Holiday Closures for Christmas and New Year's Eve

Director Marble noted that the 2023 holiday closures needed to be amended because of the way that Christmas and New Year's Eve fall this year. He suggests that we close for three-day weekends on those two holidays.

Trustee Schie moves to accept the amended 2023 holiday calendar and Trustee Ahern seconds.

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

NO: NONE

MOTION CARRIED: 4-0

- B. Automotive Hall of Fame Display

The Automotive Hall of Fame reached out to us about hosting a traveling exhibit highlighting the achievements of African Americans in the automotive industry. The exhibit will be ready for the fall, and will be hosted in the hallway. Director Marble has provided the dimensions of the available space.

- C. Approval of Policies

405 Library Hours and Special Closings

406 ADA Compliance

407 Code of Conduct

603 Expenditures

Trustee Ahern expressed concern about the formatting of Policy 603 and requests that Point 2 be broken out into bullet points for clarity. Director Marble will make the formatting changes and bring the policy back to the board at another meeting.

Trustee Schie noted that the policy content had already been reviewed by the policy committee.

Trustee Schie moves to approve revisions of policies 405, 406, and 407 as presented and Trustee Ahern seconds.

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

NO: NONE

MOTION CARRIED: 4-0

9 Comments from the Board

Trustee Ahern met with a staff member at Rochester Hills Public Library regarding resources for visually impaired persons. She reported on several assisted devices that are available. Director Marble noted that these devices are available to anyone in Oakland County. Trustee Ahern would like to raise awareness of the availability of these services and new assistive technologies.

10. Adjournment: President Miller adjourns the meeting at 7:45 p.m.