

Auburn Hills Public Library Board of Trustees Regular Meeting

APPROVED MINUTES

Monday, May 8, 2023 at 7 p.m.

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

1. Call to Order: Vice-President Ahern calls the meeting to order at 7 p.m.

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

Absent: Trustee Miller

Also present: Director Marble and Stenographer Larsen

Guests: 5

3. Approval of Draft Agenda:

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

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

NO: NONE

MOTION CARRIED: 5-0

4. Approval of Meeting Minutes:

Trustee Ahern asks for the following addition to the correction in the minutes of the April 10, 2023, regular meeting:

[Text as corrected in April 10, 2023, meeting minutes]:

New Business:

C. Trustee Ahern discussed the Summer 2023 Heritage in the Hills events, scheduled for June 26th at 2 p.m. Director Marble discusses Talking Book Service of Oakland County and funding cuts. Rochester Hills will continue for another 5 years but all the services will be covered. Trustee Ahern invited Allison Kruse to speak at the Heritage event. The Friends will attend, and will provide a statement for the Heritage newsletter about collecting books and free pick-up services. Trustee Reynolds suggests inviting other Oakland county members.

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about collecting books and free pick-up services. Trustee Reynolds suggests inviting other Oakland county members.

[Additional correction to text as requested by Trustee Ahern]:

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Trustee Schie moves to accept the minutes of the April 10, 2023, regular meeting minutes with the addition to the earlier correction and Trustee Reynolds seconds.

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

NO: NONE

MOTION CARRIED: 5-0

5. Call to the Public: Jerrod MacPherson introduced himself to the board. He formerly worked at Clarkston and joined the AHPL staff about three weeks ago as our full-time IT Technician.

A member of the public, Ian Matthews of Auburn Hills, also introduced himself to the board.

6. Financial Report: As of April 30, 2023, YTD Total Revenues: \$1,274,345.37; YTD Total Expenditures: \$637,138.86; YTD Total Net Revenue vs Expenditures \$637,206.51; Total Cutwater Investment \$782,524.08; Total Cash: \$1,559,597.84. Cutwater January 2023 \$770,471.08; Cutwater April 2023 \$782,524.08; YTD Difference, \$12,053.00

Members discussed the possibility of investing a portion of the library's balance in certificates of deposit since rates are currently very favorable.

Trustee Schie moves that the question of investing some of the library's funds be referred to the finance committee, and Trustee Siepielski seconds.

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

NO: NONE

MOTION CARRIED: 5-0

7. Reports:

- A. Director and Coordinator Reports: Director Marble reported that the non-fiction area has been painted and new tilted shelves installed at the bottom of the stacks to make browsing easier. The glass partition has been installed and the glass will be frosted soon. DPW is gathering quotes for installation of the outdoor patio by the staff entrance. It is hoped that a hold locker system can be installed there. Costs should be available in June. An issue with our new self-check machines was caused by a conflict in rules regarding PIN numbers. It has been resolved. Director Marble and Christina Bowers met with Kevin Brown, the new director of the Pontiac Public Library. He is new to the state and has many plans for updating the library. Library Design met with youth staff and the library director to review the furniture selections, colors, and fabrics. The selections should be finalized this week. Erin Look will be leaving our staff on May 20. Youth Assistant Tonja Brice has resigned and moved out of the area, and Sarah Lividini has been hired to replace her. We are in the process of hiring another IT assistant.
- B. Friends of the Library report: The book sale made just under \$2,800 in total. Earnings from the book sales have been trending upward over time. Books that have gone unsold through two sales go to a charitable organization.

8. Ongoing Business:

- A. Heritage in the Hills update

The event will be an ice cream social, and Alice Cruz of Rochester Hills Public Library will give a presentation and demonstration of the library services available to county residents who are visually impaired. The event will be free of charge for residents of Heritage in the Hills.
- B. Project updates

Director Marble reviewed the current building projects underway.

New Business:

- A. Library Parking Lot stairway renovation

Director Marble reported that the DPW plans to take out the stairs completely and re-landscape the area. They will cut in a new sidewalk with a slight slope. There will be no stairs or railing in the new configuration. They will also re-slope the sidewalk at the staff entrance so that delivery dollies do not have to be lifted over the curb. The exterior of the library will be painted, as all the city's campus buildings are scheduled to be painted.

9. Comments from the Board

Trustee Schie discussed his review of the board's by-laws and adherence to *Robert's Rules of Order*. He provided an informational supplement to review the handling of motions. Trustees thanked Trustee Schie for his work.

Trustee Ahern noted that after receiving the draft agenda from the library director each month, the President of the Board of Trustees should forward the draft agenda to the rest of the board members to solicit their feedback.

10. Adjournment: President Miller adjourns the meeting at 7:43 p.m.