

Auburn Hills Public Library Board of Trustees Regular Meeting

APPROVED MINUTES

Monday, June 12, 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, Trustee Reynolds, Trustee Schie, and Trustee Siepielski.

Also present: Director Marble and Stenographer Larsen

Guests: 2

3. Approval of Draft Agenda:

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

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

NO: NONE

MOTION CARRIED: 6-0

4. Approval of Meeting Minutes:

Trustee Ahern moves to accept the minutes of the May 8, 2023, regular meeting minutes as presented and Trustee Siepielski seconds.

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

NO: NONE

MOTION CARRIED: 6-0

5. Call to the Public: Paul Borucki and Ian Matthews introduced themselves to the board.

6. Financial Report: As of May 31, 2023, YTD Total Revenues: \$1,281,114.07; YTD Total Expenditures: \$802,376.56; YTD Total Net Revenue vs Expenditures \$478,737.56; Total Cutwater Investment \$777,907.08; Total Cash: \$1,717,133.86. Cutwater January 2023 \$770,471.08; Cutwater April 2023 \$782,524.08; YTD Difference, \$7,436.00.

Trustee Fletcher noted that the YTD Total Net Revenue vs Expenditure should be corrected to read \$478,737.51.

7. Reports:

- A. Director and Coordinator Reports: Director Marble reported that the DPW has given an approximate price of \$7,000 for the patio work. He is waiting for dates from DPW for the painting of the building, the patio construction, and the parking lot stairs demolition. Once the

dates are set, Director Marble plans to ask Envisionware to give a presentation on the proposed locker system.

Director Marble is working on the budget for 2024 and projections for 2025-2028. The PPT tax will be adding \$286,598.35 in revenue to this year's budget, which will greatly offset the costs of the 2023 capital projects.

Material selections have been made for the Youth restroom.

- B. Friends of the Library report: The Friends are collecting books for the fall sale. They will have two or three volunteers to help collect books at the Heritage in the Hills event.

8. Finance Committee update regarding investment options

Trustee Reynolds reported that the city uses Michigan CLASS and Michigan CLASS EDGE for some investments because it provides quick access to its funds. Trustees discussed the possibility of investing and agreed to create a list of questions regarding Michigan CLASS and Michigan CLASS EDGE.

9. Ongoing Business:

- A. Project updates—Community Room, Youth Area, and Small Patio

Director Marble reported that the Community Room has been painted. An outdated fire box had to be removed from the wall and relocated to the ceiling. The carpet is scheduled to be installed on June 30. The lower level will be shut down after the art show in August. The youth collection will be moved into the Community Room while construction is going on in the Youth Area.

- B. Yeo and Yeo Audit 2022 update

Director Marble reported that the audit has been completed. The audit will be presented at the July board meeting.

- C. Heritage in the Hills June presentation update

Trustee Ahern reported that the event will be held on June 26 at 2:00 p.m. Assistance will be required. The theme of the meeting will be services to the visually impaired. Heritage resident Gretchen Thams has created a list of resources for visually impaired residents of Oakland County. Trustee Ahern added services available from Auburn Hills Public Library and asked Director Marble to review and fine-tune the list. The final version will be printed and distributed to all attendees. Trustee Ahern asked how a support group for the visually impaired could be organized at AHPL. Director Marble suggested that a prospective organizer partner with the senior center in order to facilitate transportation.

Gretchen Thames has volunteered to pay the cost of the ice cream social.

10. New Business:

- A. Approval of policies
 - 414 Exhibits
 - 415 Acceptable Internet and Computer Use
 - 416 Soliciting and Petitioning
 - 418 Food/Drinks in the Library

- 419 Public Notices
- 420 Exam Proctoring
- 600 Trustee By-Laws

Trustee Fletcher moves to accept policies as presented and Trustee Siepielski seconds.

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

NO: NONE

MOTION CARRIED: 6-0

B. Staffing updates

Erin Look has resigned to move out of state. Candie Carnahan was selected as the new Youth Coordinator. She opted to replace her full-time position with a Youth Assistant rather than a librarian. Nicole Daigle, who was part-time, will move up into the full-time position. We have hired Daniel Blomquist as a page, Angelina Radziszewski as a clerk, Zak Hoque as an IT assistant, and Sarah Lividini as a part-time youth assistant.

Director Marble announced that he will retire at the end of 2023. His last day will be December 29, 2023. Trustees expressed regret at losing Director Marble and expressed appreciation for the excellent job that he has done during his tenure at the library.

11. Comments from the Board

There were no further comments from the board.

12. Adjournment: President Miller adjourns the meeting at 8:00 p.m.