

Auburn Hills Public Library Board of Trustees Regular Meeting

UNAPPROVED MINUTES

Monday, July 10, 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: 6

3. Approval of Draft Agenda:

Trustee Schie moves to approve the draft agenda and Trustee Ahern 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 asked that the minutes of the June 12, 2023, regular meeting be corrected as follows:

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 ~~Thames~~ **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~~ **Thams** has volunteered to pay the cost of the ice cream social.

Trustee Reynolds moves to accept the minutes of the June 12, 2023, regular meeting minutes as corrected 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: Kellen Riker from Yeo and Yeo presented and reviewed the library's 2022 financial audit. The auditors issued an unmodified opinion, which is the highest opinion that can be issued.

Renee Holden of the library staff, Paul Borucki of the Friends of the Library, Ian Matthews, and Angela Allen of Pontiac Public Library Board of Trustees introduced themselves to the board.

6. Financial Report: As of June 30, 2023, YTD Total Revenues: \$2,176,569.66; YTD Total Expenditures: \$81,016,904.15; YTD Total Net Revenue vs Expenditures \$1,159,665.51; Total Cutwater Investment \$773,953.08; Total Cash: \$1,654,635.18. Cutwater January 2023 \$770,471.08; Cutwater June 2023 \$773,953.08; YTD Difference, \$3,482.00.

7. Reports:

- A. Director and Coordinator Reports: Director Marble reported that he informed the staff of his planned retirement. Staff have asked to be allowed to sit in on director interviews. The Community Room has been painted and carpeted. Painting of the building has been slowed because of necessary repairs that have surfaced during the process.
- B. Friends of the Library report: The Friends purchased the new flowers in front of the library. Board members expressed their thanks to Friends for beautifying the exterior of the building. The next Friends meeting will be held in October.

8. Old Business

- A. Library Director's Letter of Retirement

President Miller asked Director Marble to reassure the staff that careful consideration will be given to the selection of the new library director.

- B. Quote from Bradbury Miller Associates for director search consulting services

Trustee Schie noted that he does not see any value in using the pool enhancement option offered by Bradbury Miller when the full-service option costs little more. Trustee Reynolds asked about soliciting other bids, and Director Marble noted that there are no other library search firms available. Director Marble provided the board with a proposed timeline and resource material that could be used should the board decide to handle the selection process on its own. President Miller noted that she felt the board could handle the process on its own. Trustee Schie expressed concern about meeting the tight timeline.

- C. Update on Heritage in the Hills presentation

Trustee Ahern reported that the Heritage in the Hills presentation went very well and was attended by nearly 60 people. A lot of positive feedback was received on the publication we provided on assistive resources for the visually impaired. A copy of the publication will be posted on our library website. The publication was initiated by Gretchen Thams, who compiled the original draft by hand. Many people said they found the program helpful.

- D. Update on possible additional library investments (Michigan CLASS)

Trustee Reynolds asked whether we would be working through the city finance office for Michigan CLASS investments. Director Marble reported that the board would provide its direction to the city finance office, and they would handle the actual transactions. Members of the finance committee agreed to meet and develop investment recommendations to bring to the board's August meeting.

9. New Business:

E. Letter from Department of Treasury

Director Marble reported the Treasury Department had sent a letter notifying us that we were not in compliance with the new GASB87 accounting standard for leases. This involves how we record our building lease and our Toshiba copier lease, which must now be listed as right-to-use assets. We responded to the Treasury Department letter with the assistance of our auditors, and the remedy will require the board to adopt changes to the budget allocations to comply with the new accounting rules.

F. Resolution to move lease agreement payments to new line items per auditor

With respect to the Rent lease agreement, Trustee Schie moves that we amend the 2023 budget and move \$313,000 from line item 271-790-942.000 Building Space/rent-External and allocate \$260,000 into line item 271-790-991.062 Lease Principal Expense and \$53,000 into line item 271-790-994.100 Lease Interest Expense, 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

G. Resolution to move Toshiba lease agreement to new line items per auditor

With respect to the Toshiba lease agreement, Trustee Schie moves to amend the 2023 budget and move \$16,903.00 from line item 271-790-933.000 Equipment Maintenance and allocate \$16,800.00 into line item 271-790-991.062 Lease Principal Expense and \$300.00 into line item 271-790-994.100 Lease Interest Expense 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

H. Vote to hire a consultant or form an internal committee for director search

Trustee Ahern moves that the board form an internal committee for the library director search 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

Trustees Ahern, Miller, and Reynolds were appointed to serve as the committee.

10. Comments from the Board

Trustee Siepielski asked about the difference between the length of our library board terms (6 years) and those in Pontiac (4 years). Director Marble noted that the board terms are dictated by the state law under which the library was originally created.

Trustee Reynolds noted that the director search committee needed to meet soon to get the process underway.

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