

Auburn Hills Public Library Board of Trustees Regular Meeting

APPROVED MINUTES

Monday, September 11, 2023 at 7 p.m.

Location: Auburn Hills Community Center, 3350 E. Seyburn Drive, Auburn Hills, Michigan 48326

(Meeting held at alternate location due to library construction)

**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: 5

**3. Approval of Draft Agenda:**

Trustee Reynolds moves to approve the draft agenda as presented 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 Siepielski moves to accept the minutes of the August 14, 2023, regular meeting minutes as presented 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

**5. Call to the Public:** No members of the public requested to be heard.

**6. Financial Report:** As of August 31, 2023, YTD Total Revenues: \$2,235,818.79; YTD Total Expenditures: \$1,439,244.83; YTD Total Net Revenue vs Expenditures \$796,573.96; Total Investment \$783,297.08; Total Cash: \$1,716,631.54. Investment January 2023 \$770,471.08; Investment August 2023 \$783,297.08; YTD Difference, \$12,826.00.

**7. Reports:**

- A. Director and Coordinator Reports: Director Marble reported that the library participated in the city's National Night Out program and distributed library promotional items.

We received positive feedback on the art show and plan to continue it next year.

Our shred day event, sponsored with the Friends, was well received and we are looking at possibly doing it twice a year going forward.

The Finance Committee will meet on September 25 to discuss the MI CLASS investment opportunities.

We have one part-time position open in Youth at this time. The director post went out on August 25 and was advertised widely.

The youth restroom has been completed and looks much nicer. We may have the same company come out to give quotes on the other restrooms.

The patio and sidewalk have been completed. We are waiting for delivery of the fencing.

- B. Friends of the Library report: The Shred Day was very successful. We shredded 700 pounds of paper and collected 140 pounds of food and \$215 to the food bank. The next book sale will be held during the week before Thanksgiving. The next Friends meeting will be held on Wednesday, October 18.

## **8. Old Business**

- A. Project updates – Youth bathroom/lower level renovation

The youth bathroom has been completed. Drywall in the lower level was completed today, and mudding and sanding will be done this week. The floor installation will be finished by the end of this week. We are planning to re-open the lower level by October 1 or 2.

- B. Discuss and review director interview questions

Trustees reviewed potential questions, including one submitted by a staff member. Trustee Reynolds noted that she likes the questions grouped by topic. Trustee Schie inquired how much time was spent interviewing candidates during the previous search, given the number of prospective questions. Director Marble reported that based upon the minutes of the previous search, each interview was an hour in length. Trustee Fletcher suggested that question 9. (Are you comfortable working with a library board?) should be reworded so that it is not a yes/no question. Trustee Schie suggested that two questions about technology could be combined in the interest of conserving interview time. Trustee Miller expressed concern that the question about strategic planning was difficult, but other trustees felt that it was an important indicator of higher-level skills and might serve well in the second interview stage. Trustee Schie felt that the question regarding the handling of materials challenges is an important inclusion. Trustee Schie noted that a question about the candidate's long-term career plans will be very informative. Trustees agreed that ten to fifteen questions for the first-round interviews will be adequate.

## **9. New Business:**

- A. Schedule budget hearing for October

Trustees agreed to schedule the annual budget hearing for 6:15 p.m. on Monday, October 9, 2023.

**10. Comments from the Board**

There were no further comments from the board.

**11 Adjournment:** President Miller adjourns the meeting at 7:41 p.m.