

Auburn Hills Public Library Board of Trustees Regular Meeting

APPROVED MINUTES

Monday, January 8, 2024, at 7 p.m.

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

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

2. Roll Call: Present: Trustee Ahern, Trustee Borucki, Trustee Matthews, Trustee Miller, Trustee Reynolds, and Trustee Schie.

Also present: Director Kwiatkowski and Stenographer Larsen

Guests: 4

3. Approval of Draft Agenda:

Trustee Schie moves to approve the draft agenda as presented and Trustee Borucki seconds.

VOTE: YES: Trustee Ahern, Trustee Borucki, Trustee Matthews, Trustee Miller, Trustee Reynolds, and Trustee Schie.

NO: NONE

MOTION CARRIED: 6-0

4. Approval of Meeting Minutes:

Trustee Miller moves to accept the December 11, 2023, regular meeting minutes as presented and Trustee Reynolds seconds.

VOTE: YES: Trustee Ahern, Trustee Borucki, Trustee Matthews, Trustee Miller, Trustee Reynolds, and Trustee Schie.

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 December 31, 2023, YTD Total Revenues: \$2,273,995.35; YTD Total Expenditures: \$2,235,037.28; YTD Total Net Revenue vs Expenditures \$38,958.07; Total Investment BYN Mellon: \$796,697.00; Total Cash: \$417,545.36. BYN Mellon Investment January 2023 \$770,471.08; Investment December 2023 \$796,697.08; YTD Difference, \$26,226.00; MI Class Edge \$502,391.46.

7. Reports:

- A. Director and Coordinator Reports: Director Kwiatkowski reported that she has been learning about community organizations in Auburn Hills to find which ones would be a good fit for her to attend.

We are awaiting the shipment of shelving for the graphic novel section in the Youth area.

Bathroom renovation – DPW is waiting for the contractor to provide a final price. Depending on the price, we may have to issue an RFP.

The new locker system glitches appear to be solved, and we will test them over the next couple of weeks to make sure. We are planning to roll the locker system out to the public at the end of January if all goes well.

Dutch doors will be installed on the office doors in Youth and Adult Services this week.

We will have some free COVID tests to give away to the public.

Director Kwiatkowski has scheduled meetings with each of the coordinators. She has asked each of them to draft a list of goals for the coming year.

Director Kwiatkowski presented some statistical comparisons to show trends in library use. She noted that while physical circulations are declining, digital circulations are increasing.

- B. Friends of the Library report: The Friends annual meeting will be on February 9 at 10:15 a.m. They anticipate being able to fund a substantial wish list from the library. The next book sale will be held May 15-16, 2024.

8. Old Business

- A. Estimate for bathroom renovations

We are still waiting for the renovation quotes to be received by DPW.

- B. Thank you and farewell letter from former director Lawrence Marble

Trustees acknowledged the farewell letter received from former director Lawrence Marble.

9. New Business:

- A. Welcome to the new director

President Ahern formally welcomed Director Kwiatkowski on behalf of the board of trustees.

- B. Michigan Trustee Training Webinars

Trustees discussed the Michigan Trustee training that is available to them. Trustee Schie noted that an informational session on Robert's Rules of Orders is usually available during the summer. Members who have attended training sessions in the past have found them very valuable.

10. Comments from the Board

Trustee Ahern presented a news item about cities that may ask for a special census to revise their 2020 census numbers. She noted that the Auburn Hills census was cancelled before the full count was finished, and that a recount in the city might place us over the threshold to be a Class V library. She would like to know whether the city might want to participate in a special census.

Director Kwiatkowski asked board members to comment on what types of information they would like to see in the board packet. Trustee Ahern is interested in timely news items. Trustee Schie noted that he enjoys reading the department reports and would like to see them continued.

Director Kwiatkowski would like to have a meet-and-greet but would prefer to fold it into an existing program, the summer reading kick-off. Trustee Reynolds mentioned the possibility of holding a grand opening event for the Youth area.

Trustee Schie asked Director Kwiatkowski to continue communication with the city regarding the pond/patio area and removal of the phragmites.

11. Adjournment: President Ahern adjourns the meeting at 7:35 p.m.