

Farmington Community Library Board of Trustees
Board Meeting - 6:00 p.m. – April 14, 2022

Board Members Present: Stryd, White, Brown, Murphy, Duron-Willner, Kelly, McClellan

Board Members Absent: Hahn

Staff Members Present: Siegrist, Wrench, Showich-Gallup, Peterson

Staff Members Absent: None

CALL TO ORDER

The Board Meeting was called to order at 6:05 p.m. by Board President Duron-Willner.

APPROVAL OF AGENDA

MOTION by Kelly to approve the Agenda for the April 14, 2022 Board meeting, was supported by McClellan.

Vote: Aye: All in favor (7-0)

Opposed: None

Motion passed.

APPROVAL OF MINUTES

MOTION by White to approve the Minutes of the Regular Board Meeting on March 10, 2022, was supported by Brown.

Vote: Aye: Stryd, White, Brown, Murphy, Duron-Willner, Kelly

Opposed: None

Abstain: McClellan

Motion passed.

Space Utilization Study

Presentation by Merritt Cieslak Design

FRIENDS' REPORT (Stacey Charlebois)

- Donations can now be accepted online. Website created by Ashley Sims and Sarah Zitter Masindi.
- Book sales coming in May, during Founders Fest.
- Reminder: Gala is June 3.

OPERATING BILLS

MOTION by Brown that the Board of Trustees approve expenditures totaling \$340,862.97 was supported by Stryd.

Vote: Aye: All in favor

Opposed: None

Motion passed.

FINANCIAL REPORT

MOTION by Brown to receive and file the Monthly Budget for March, 2022, was supported by McClellan.

Vote: Aye: All in favor

Opposed: None

Motion passed.

Space Utilization Study

Presentation by Luckenbach Ziegelman

LIBRARY DIRECTOR'S REPORT (Kelley Siegrist)

- Staffing: Jill Baker is returning to the position of Head of Adult Services. Hannah Hering accepted the position of Head of Circulation Services at the Branch.
- K. Sexton, M. Showich-Gallup, K. Siegrist attended the Public Library Association conference.
- Population as certified by the Library of Michigan is 83,986 for Farmington Hills and 11,597 for Farmington for a total of 95,583. This is an increase from 90,112 certified in 2019-2020.
- Some outreach: K. Siegrist and S. Zitter Masindi gave an update on library happenings to the Exemplar Club. K. Siegrist and S. Vaughn attended the Oakland County Business Forward Initiative Open House. FCL staff participate on the Juneteenth Planning Committee. Juneteenth events will span June 17-19. K. Siegrist will read names as part of the Day of Remembrance ceremonies at the Holocaust Memorial Center.
- New film series will start on fourth Sunday of every month.
- TALK (Text and Learn for Kindergarten) official kickoff is April 23. This is a statewide outreach to families with children heading to kindergarten.

- **FACILITIES REPORT** (Donald Wrench)

- It is confirmed that the large fire door can still be used, rather than building a wall between the original part of the library and the addition. D. Wrench is still investigating what will be needed to fix door properly and effectively.
- Bid received for Liberty Street exterior doors.
- Work continuing on drinking fountain replacement at Liberty Street.
- Investigation continuing on material handling system (conveyor).
- Electrical load study being done as D. Wrench investigates potential e-vehicle charging stations.

COMMITTEE REPORTS

Strategic Planning (Michele Kelly)

MOTION by Kelly to send out RFP for a strategic planning facilitator (with appropriate edits of dates) was supported by Stryd.

Vote: Aye: All in favor

Opposed: None

Motion passed.

Personnel Committee (Ernie McClellan)

MOTION by McClellan to remove interim from the title, and name Kelley Siegrist as Director of the Farmington Community Library, with appropriate salary to be determined within 30 days, was supported by Stryd.

Vote: Aye: All in favor (roll call)

Opposed: None

Motion passed.

MOTION by McClellan to approve a 2022 salary increase of 2.5% COLA plus a performance increase based on annual rating assigned by supervisor of 1-3% was supported by White.

Vote: Aye: All in favor

Opposed: None

Motion passed.

MOTION by McClellan to raise FCL salary minimums and maximums to meet Detroit Suburban Librarians Round Table (DSLRT) averages for Class 6 libraries was withdrawn.

UNFINISHED BUSINESS

- Space Utilization Study

MOTION by Stryd to accept Merritt Cieslak Design's proposal for a Space Utilization Study was supported by Kelly.

Vote: Aye: Duron-Willner, Murphy, Kelly, Stryd, McClellan

Opposed: Brown

Abstain: White

Motion passed.

MOTION by Duron-Willner to approve Merritt Cieslak Design to conduct the space utilization study after the strategic plan has dictated when that study should occur was supported by Kelly.

Vote: Aye: Duron-Willner

Opposed: Brown, McClellan, Kelly, Stryd, Murphy, White

Motion failed.

- Collection Development Policy

MOTION by White to approve the Collection Development Policy was supported by Kelly.

Vote: Aye: All in favor

Opposed: None

Motion passed.

NEW BUSINESS

None

BOARD TRUSTEE COMMENTS AND ANNOUNCEMENTS

D. Duron-Willner: we've made progress in transparency on website, variety of programming, board members are stewards of library in community. Thank you to board.

CORRESPONDENCE

B. Bruns appreciating board efforts during Librarian Appreciation Week.

PUBLIC COMMENT

M. Showich-Gallup: very grateful for big turn in library events that took place one year ago.

ADJOURNMENT

MOTION by McClellan to adjourn the Board Meeting, was supported by Stryd.

Vote: Aye: All in favor

Opposed: None

Motion passed.

The Board meeting was adjourned at 9:13 pm by President Duron-Willner. The next meeting of the Library Board is scheduled for Thursday, May 12, 2022, at 6:00 pm.

Respectfully Submitted,

Jim White, Secretary

Library Board of Trustees