

Farmington Community Library Board of Trustees  
Regular Meeting – 6:00 p.m.  
Held Online Via Zoom  
32737 W. 12 Mile Road, Farmington Hills, MI 48334  
September 17, 2020

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Board Members Present: Duron-Willner, Hahn, Huyck, Largent, Stryd, Murphy, Kelly, White

Board Members Absent: None

Staff Members Present: Grover, Peterson, Seigrist

Staff Members Absent: None

**CALL TO ORDER**

The Board Meeting was called to order at 6:06 p.m. by Board President White.

Introduction of new board Members, Duron-Willner, Stryd, Kelly

**APPROVAL OF AGENDA**

Motion by Huyck to switch Agenda item III with Agenda item VI and to correct the agenda to read August instead of September under Operating Bills and Financial Reports, was supported by Hahn.

**Vote: Aye:** Duron-Willner, Hahn, Huyck, Largent, Stryd, Murphy, Kelly, White

**Opposed: None**

**Motion Passed.**

**NEW BUSINESS**

Riti introduced Cynthia Pepper, from Pepper Consulting

Cynthia gave a detailed summary of her survey results and the data collected. Results focused on expanding innovation, programing, services, collections, internal and external space. A need to consolidate 74 job titles down to 20 full time and 6 part time positions, and explore new management roles to expand Innovation, outreach, marketing and unified services.

Huyck, Largent, Duran-Willner, White asked questions and thanked Cynthia for her efforts.

**APPROVAL OF MINUTES**

**MOTION** by Kelly to table the September 14 Minutes until the next Regular Board Meeting on Oct 8, 2020, was supported by Hahn.

**Vote: Aye:** Duron-Willner, Hahn, Huyck, Largent, Stryd, Murphy, Kelly, White

**Opposed: None**

**Motion passed.**

**MOTION** by Murphy to approve the August 13 Minutes was supported by Huyck.

**Vote: Aye:** Huyck, Murphy, White

**Abstain:** Largent, Hahn

**Opposed: None**

**Motion passed.**

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**MOTION** by Hahn to amend the April 9 Minutes to reflect that Hahn did not support the furlough was supported by Largent.

**Vote: Aye:** Huyck, Murphy, White, Largent, Hahn

**Abstain:** Duron-Willner, Kelly, Stryd

**Opposed: None**

**Motion passed.**

**OPERATING BILLS** Huyck discussed details of the operating bills, including large expenses such as the insurance payment.

**MOTION** by Huyck that the Board of Trustees approve expenditures for the operating bills for August, 2020 totaling \$313,797.96 was supported by Murphy.

**Vote: Aye:** Duron-Willner, Hahn, Huyck, Largent, Murphy, White

**Abstain:** Stryd, Kelly

**Opposed: None**

**Motion passed.**

**FINANCIAL REPORT** Huyck discussed details of the Financial Report

**MOTION** by Huyck to receive and file the Monthly Revenue and Expense Report for August, 2020 was supported by Hahn.

**Vote: Aye:** Hahn, Huyck, Largent, Murphy, White

**Abstain:** Duron-Willner, Kelly, Stryd

**Opposed: None**

**Motion passed.**

### **CORRESPONDENCE**

- White reported there were several correspondence concerning support for staff and for board actions

**LIBRARY DIRECTOR'S REPORT** Director Grover thanked patrons, staff and new board members and shared the following Library activities:

- Director Grover congratulated Emma DeCenso and Rebecca Ross on their new positions.
- 93% of Full time and Part time employees have been recalled, along with 40% of pages.
- We have daily targets, and statistics to demonstrate our goals being met.
- Our holds have been reduced from 1,964 to 129.
- Phase 3 Reopening occurred 9/8/2020, small gifts were provided for patrons.
- 5 credit card terminals have been installed for easy bill pay and donations.
- Kelly Siegrist provided an update of programs provided for teens and children including the summer reading program, fairytale escape room, book discussion, and book bike.

### **COMMITTEE REPORTS**

#### **Community Liaison Committee**

There was no report from the Community Liaison Committee.

#### **Facilities Committee**

A report of the Facilities Committee was given by Donald Wrench, the Facilities Coordinator. Detailed facilities updates including the Liberty St lower level flooding resolution with a new 3 phase panel, 4,500 & sump pump, \$13,000, emergency lighting upgrade \$38,000, eliminated fire hazard with a new

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electrical cabinet panel for \$90,000, DTE transformer replacement, \$6,000, a new generator, fire panel \$30,000, Parking lot repaving at 12 Mile, \$15,000, rehab elevators at 12 mile, \$219,000, Liberty street fireplace upgrade, \$5,000, heating unit for employee breakroom, and a new Toyota Tacoma for \$26,000. Projects for 2021: Repair 12 mile main doors \$15,000, receiving door stairway repair, \$12,000, 12 mile and Liberty Building control units, \$20,000, HVAC 12 & Liberty 1.2 million, Roofing, both buildings, \$200,000, conveyor system repair at 12 mile, \$9,000, and eventual replacement \$600,000+, adding a curbside window, teen space, hear it/make it space, 12 mile café. For Covid-19 readiness, we have removed sitting furniture, added UV book sanitizing, PPE, Plexiglas, disabled computers. The complete Facilities Committee Report has been filed.

### **Finance Committee**

Huyck reported that the Annual audit will start Sept, 28<sup>th</sup> by Allen, Young and Assoc. Using a digital platform has speeded up the process.

### **Personnel and Strategic Planning Committee**

A presentation by Cynthia was given to the strategic planning committee. Director Grover was supported to consult an I.T. firm to evaluate diagnose and remedy concerns with I.T. systems

### **Ad-hoc Bylaws Committee**

There was no report from the Bylaws Committee.

### **UNFINISHED BUSINESS**

There was no Unfinished Business.

### **Public Comments:**

Joy Montgomery discussed reason for leaving board, and thanked Riti, and the current board. Also Jeff Pavlik, Mark, Kristin, Kristy Cooper, Phillip, Joe O'Conner, Glen, Frank, Sue B, Eugene, Beth, Suzanne, Maria, Ron, Richard, Jennifer, Colleen, Kelly, Ken Massey, Roxana, Kathie, voicing concerns about and support for the library and Board of Trustee's.

### **NEW BUSINESS**

There was no new business.

### **BOARD TRUSTEE COMMENTS AND ANNOUNCEMENTS**

Director Grover stated any person staff, or patron who has concerns about their safety or questions about library policies that have been implemented, can contact her directly about their concerns.

President White emphasized that all board decisions are made openly in a public forum. The special meeting on 9/14/20 was needed to discuss attorney client privileged concerns, he stated he understands this raises concerns for the public. We will continue to improve at communicating to the staff and patrons. White emphasized that Director Grover always puts the safety of the staff and patrons first.

Duron-Willner recognized the public and staff's fear and confusion regarding some changes that are occurring. She addressed the need for a special meeting to discuss the assessment regarding the risks, deficiencies, and vulnerabilities that exist today. The risk jeopardize privacy and data considerations in our IT system.

Murphy asked the staff and community to give Director Grover support. She stated Director Grover is fighting for you and working hard to make FCL the best library possible. She needs support, not criticisms or attacks.

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Largent thanked all for attending. He asked staff and patrons to honestly look at the deficiencies and difficulties that we are facing, and to all come together to make our library work. He apologized for making people uncomfortable, and hopes to soften his approach. He also apologized for criticism towards all staff, and recognized that many are dedicated to their job, and loved by the patrons. He also apologized to the both City Councils for not living up to their standard of professionalism. He thanked the new board members for their participation, and encouraged everyone to remain engaged, and thanked Director Grover for her vision.

**ADJOURNMENT**

**MOTION** by Huyck to adjourn the Board Meeting, was supported by Largent.

**Vote: Aye:** Duron-Willner, Hahn, Huyck, Largent, Stryd, Murphy, Kelly, White

**Opposed: None**

**Motion passed.**

The Board meeting was adjourned at 8:38 p.m. by President White. The next meeting of the Library Board is scheduled for Thursday, October 8, 2020 at 6:00 pm. Via ZOOM.

Respectfully Submitted,

Renee Murphy, Secretary  
Library Board of Trustees