

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

Board Members Present: Brown, Duron-Willner, McClellan, Stryd

Board Members Absent: Hahn, Kelly, Murphy, White

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

Staff Members Absent: None

CALL TO ORDER The Board Meeting was called to order at 6:02

REVIEW OF AGENDA

REVIEW OF MINUTES Correction: Duron-Willner listed as absent, joined the meeting at 6:30

OPERATING BILLS Brown presented expenditures totaling \$355,489.92

FINANCIAL REPORT Brown presented the financial report.

FRIENDS' REPORT given by K. Siegrist on behalf of the Friends: Thank you for coming out to the Gala.

LIBRARY DIRECTOR'S REPORT (Kelley Siegrist)

- Staffing: Sona- PT Graphic Designer. Evan- IT Page.
- Overtime/Bereavement FY OT-\$3718.06. Bereavement hours- 74.25
- Space Utilization Study began on June 30. Will continue with each department.
- Oakland County's Business Forward hosted program. Small Business page on library site highlighting business resources.
- Trustee Roundtable hosted at Farmington Branch.
- Gale Analytics up and running. Sarah will see where we need to market services.
- The Chamber event was a huge success.
- Online Event Calendar updated with The Library Market with more tools
- Circulation goals were so close!
- Collection Development Policy will be reviewed.
- TLN Director Buddy System- Kelley is with Eva Davis of Canton Public Library.
- Programs have been well attended.
- Comments: a lot of positive comments made and treats dropped off to the library.

FACILITIES REPORT (Donald Wrench)

- Bids coming in for parking lot and doors.
- will meet with space utilization study.

MARKETING STRATEGY (Sarah Zitter Masindi)

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- see presentation shared via email

COMMITTEE REPORTS Strategic Planning (Megan Stryd) Committee recommends FastForward Libraries.

Personnel Committee (Ernie McClellan) Working on Directors Evaluation Tool. Meeting with Caire Membiela from Library of Michigan to review tools available. Duron-Willner wants to review adding positions.

NEW BUSINESS

Founders Fest Parade this Saturday. August 12, Riley Park concert social gathering of the board. October 2, 1-4pm Board Retreat.

BOARD TRUSTEE COMMENTS AND ANNOUNCEMENTS

- McClellan: Chamber event great, many people state this was their first time in the library.
- Brown: Chamber event went well. Would like to confirm that Kelly spoke to the Mayor regarding extra 3 months on the board, or until a new person is appointed.

CORRESPONDENCE

None

PUBLIC COMMENT

One person had 4 areas of concern:

- Hours- patron would like longer hours. Concerned about being closed on July 5
- Events- would like more adult programming. Would also like printed material with puzzles.
- Employees- misses the old employees who would help with many things.
- Suggestion box: put concern in with phone number and as not called.

ADJOURNMENT

Meeting adjourned 8:29

Respectfully Submitted,

Megan Stryd Library Board of Trustees