

Farmington Community Library Board of Trustees
Virtual Board Meeting - 6:00 p.m. – July 08, 2021
Held Online Via Zoom

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

Board Members Absent: Hahn

Staff Members Present: Siegrist, Peterson

Staff Members Absent: None

CALL TO ORDER

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

APPROVAL OF AGENDA

MOTION by Stryd to approve the Agenda for the July 8, 2021, Board meeting, was supported by Duron-Willner.

Vote: Aye: All in favor

Opposed: None

Motion passed.

APPROVAL OF MINUTES

MOTION by Stryd to approve the Minutes of the Regular Board Meeting on June 10, 2021, was supported by Murphy.

Vote: Aye: All in favor

Opposed: None

Motion passed.

ADP REPORT

Donna Coleman is the H.R. business partner from ADP. She discussed the following:

- H.R. service & specialties
- ADP Workforce Now (**comprehensive package**) vs. Technology only package
- Service Specialties & Support
- Success Plan from February
 - Employee onboarding
 - Employee developing
 - Proactive compliance
- Partnership Progress
- **Handbook review in final stages**

I.T. REPORT

Pat McCormick is the new I.T. Supervisor.

- The transition with MBM is complete, MBM's last official day with FCL was June 30, 2021.
- Had meet and greet with MBM and other vendors.

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- Pat indicated there is a Three (3) year contract with MBM for a \$800.00 monthly fee to maintain the firewall.
 - Discussion Duron-Willner asked if the 3-year (\$28,800.00) contract was beyond the scope of what Director Grover was able to do without board approval. Should counsel review the contract to see how binding it is.
 - Website design will come later.
 - Progress is being made with the I.T. department.

OPERATING BILLS

MOTION by White that the Board of Trustees approve operating bills \$313,593.99, was supported by Stryd.

Vote: Aye: All in favor
Opposed: None
Motion passed.

MOTION by Murphy to receive and file revenue and expenditure report, was supported by White.

Vote: Aye: All in favor
Opposed: None
Motion passed.

CORRESPONDENCE

1 correspondence.

- Jane wants to create a bookcase at the farmhouse coffee and ice cream shop to sell books, with the money going to several libraries, including FCL she wants permission to do so.
 - Discussion is best for Jane to go through Friends of the Library since it includes book sales.

Interim LIBRARY DIRECTOR'S REPORT

- Founders Festival July 17, 2021
- Lunch Beats July 21, 2021 (weather permitting)
- Teen department partnered with Chive Kitchen.
- Curbside window – Merritt Cieslak Design did a walkthrough of both buildings to start on design for windows.
- Library of Michigan ARPA Equipment Grant- Sherri Vaughn is submitting for the grant it is anywhere from \$25,000.00 to \$250,000.
- Summer reading has a total of 1518 people are signed up.

FRIENDS REPORT

There will be a book sale at 12-mile location in the parking lot date and time TBA.

COMMITTEE REPORTS

Facilities Committee

- Bid for McQuay chillers is on Bid.net bid closes 07/18/2021.

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- 06/22/21 state Elevator inspector showed up unannounced, elevators passed inspection (except the 2 that are down) work has begun on them.
 - Liberty St. Rooftop compressor was replaced 6/28/2021.
 - A 10x30 tent was ordered for outdoor programs.
 - Water meter at Liberty St. needs repair.

Finance Committee

There was no report from the Finance Committee.

Personnel Committee

There was no report from the Personnel Committee.

Strategic Plan Committee

There was no report from the Strategic Plan Committee.

UNFINISHED BUSINESS

No unfinished business

NEW BUSINESS

No new business

BOARD TRUSTEE COMMENTS AND ANNOUNCEMENTS

President White stated he hoped everyone was okay after the recent storm. He also stated he cannot say anything more than Director Grover is on a leave of absence and that is all he can say.

PUBLIC COMMENT

- Jeff P states he did not received any answers about ADP from Jan 2020 to Jan 2021. Inquired about MBM firewall contract and it goes beyond the scope of what the director was able to do. Also wants to know if Riti is still being paid and stated it's time for everything with Director Grover to be done.
- Suzanne thanked staff and board for going above and beyond and work well done. She states she can see progress and is truly appreciative.

ADJOURNMENT

MOTION by Duron-Willner to adjourn the Board Meeting, was supported by Kelly.

Vote: Aye: All in favor

Opposed: None

Motion passed.

The Board meeting was adjourned at 7:48 p.m. by President White. The next meeting of the Library Board is scheduled for Thursday, August 12, 2021, at 6:00 pm. in the Ernest E. Sauter Board Room.

Respectfully Submitted,

Crystal C. Peterson

Executive Assistant

Farmington Community Library