

**Farmington Community Library Board of Trustees  
Board Meeting - 6:00 p.m. - December 12, 2024  
(Downtown Farmington Branch)**

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**Board Members Present:** McClellan, Muthukuda, Brown, Murphy, Doby, Snodgrass, White, one vacant seat

**Board Members Absent:** None (White arrives late; Murphy leaves early)

**Staff Members Present:** Siegrist, Baker, Showich-Gallup, Peterson, Zitter

**Staff Members Absent:** None

**CALL TO ORDER**

The Regular Board Meeting was called to order at 6:01 by President Ernie McClellan.

**APPROVAL OF AGENDA**

**MOTION** by Snodgrass to approve the Agenda for the December 12, 2024, Board meeting was supported by Muthukuda.

**Vote: Aye: All in favor** (6-0)

**Opposed: None**

**Motion passed.**

**APPROVAL OF MINUTES**

**MOTION** by Murphy to approve the Minutes of the Regular Board Meeting held November 14, 2024, was supported by Snodgrass.

**Vote: Aye: All in favor** (6-0)

**Opposed: None**

**Motion passed.**

(White arrives)

**PRESENTATION OF MASTER PLAN**

Master Plan for both buildings and surrounding sites presented by Steve Schneemann of MCD Architecture.

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**TREASURER'S REPORT**

**MOTION** by Brown to approve paying November 2024 operating bills totaling \$307,076.44 was supported by Doby.

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

**Opposed: None**

**Motion passed.**

**MOTION** by Brown to receive and file the November 2024 financial reports was supported by Doby.

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

**Opposed: None**

**Motion passed.**

**FRIENDS' REPORT** (S. Charlesbois)

- Membership mailing will be going out week of December 16.
- Both the Friends and FCL staff will use Bloomerang database to keep track of donors starting in February, 2025.
- Oscar Shorts fundraiser may be returning in 2025, thanks to work of Cathi Waun.
- Odds and Ends Art Auction is scheduled for April 25, 2025.

**LIBRARY DIRECTOR'S REPORT** (K. Siegrist)

- MLK Day events will take place January 18-20. The Movie Talks program on January 19 will focus on the film "Selma".
- AAPI cultural celebration is scheduled for May 3.
- A mediation series to begin the new year well will begin on January 4.
- Farmington first grade field trips are beginning in December. All first graders will get a tour and can obtain a library card.
- Board members Murphy, Snodgrass, and Brown and Director Siegrist met with legal counsel to discuss captures of FCL funds by other taxing authorities (DDA, Grand River Corridor). Board will receive more information at a future meeting.

(Murphy leaves)

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**UNFINISHED BUSINESS**

None

**SUBCOMMITTEE UPDATES**

Finance (K. Brown)

- Treasurer Brown highlights amounts in MI Class accounts – listed in monthly financial reports.

Facilities (S. Snodgrass)

- Summary of December 5 committee meeting:
  - For upcoming projects, board should state where funds will come from, either General Fund or Capital Reserve.
  - P. Wegrzynowicz is investigating cost of beginning to install LED lighting.
  - Committee revisited issue of digital sign for Twelve Mile. S. Zitter will bring updated information to board again at January meeting.
  - Elevator at Downtown branch will need updating. P. Wegrzynowicz is investigating cost.
  - Outside sliding doors at Twelve Mile have needed special care recently. Update from Dec. 5: per J. Baker, doors now need replacement. They will not close. But there is no security concern.
  - Committee suggests a study session to discuss Master Plan, now that it has been presented.
  - Next Facilities meeting will be January 2.

Personnel (D. Muthukuda)

- No report. Committee will meet in January.

**NEW BUSINESS**

Patron Point Platform (for patron communication and online card verification)

**MOTION** by Doby to approve one-year contract with Patron Point for \$14,575 was supported by Brown.

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**Vote: Aye: All in favor** (6-0)

**Opposed: None**

**Motion passed.**

**CORRESPONDENCE**

- E. Greenstein appreciated FCL staff decision to hold Jewish Music Program in early December.

**PUBLIC COMMENT**

- M. Showich-Gallup: would like to see good relationship between FCL and DDA continue.
- S. Charlesbois:
- Appreciates Master Plan. A refresh of certain areas is needed.
- OCC uses Springshare, the parent company of Patron Point, and appreciates the service.
- Suggests board should investigate how to engage staff, how to build connections with staff.

**TRUSTEE COMMENT**

C. Doby – Thank you to K. Siegrist and M. Showich-Gallup for help with Farmington Elks Warm Welcome event.

**ADJOURNMENT**

The Board meeting was adjourned by President McClellan at 8:30. The next meeting of the Library Board is scheduled for Thursday, January 9, 2025, at 6:00 pm.

Respectfully Submitted,

Jim White, Secretary  
Library Board of Trustees