

**William P Faust Public Library of Westland
Board of Trustee Board Meeting**

Wednesday, January 20, 2021

Library Conference Room

Via Electronic Zoom

A regular meeting of the Board of Trustees for the William P. Faust Public Library of Westland was held on Wednesday, January 20, 2021, at 7:00 pm by Electronic Zoom

1. Call to Order and Rollcall

Meeting called to order at 7:00 pm by James Higgins

MEMBERS PRESENT:

James Higgins – Remotely from Wayne County, Westland, Michigan

Gayle Nicholson – Remotely from Wayne County, Westland, Michigan

Kathryn Sample – Remotely from Wayne County, Westland, Michigan

Jen Koralewski – Remotely from Wayne County, Wayne, Michigan

Gary Chappell – Remotely from Wayne County, Westland, Michigan

Member Absent:

ALSO PRESENT:

Jennifer Roth, Director

Paula Scarlett, Admin Assistant

Dan Wetterstrom, IT Dept. Head

Mike McNamara, Library Attorney

2. Action on Agenda

None

3. Citizens Comments on Agenda Items

Richard Graham – Discussed his thoughts on the Millage and the Yes! Committee.

4. Business

- a. Approval of minutes from the Study Session, December 10, 2020
Motion by K. Sample, supported by J. Koralewski

RESOLVED to approve the minutes from the Study Session on December 10, 2020

James Higgins – Aye
Gayle Nicholson – Aye
Gary Chappell – Aye
Kathryn Sample - Aye
Jen Koralewski – Aye

Motion Carried

b. Approval of minutes from Regular Session, December 16, 2020
Motion by J. Koralewski, supported by K. Sample

RESOLVED to approve the minutes from the Regular Session on December 16, 2020

James Higgins – Aye
Gayle Nicholson – Aye
Gary Chappell – Aye
Kathryn Sample - Aye
Jen Koralewski – Aye

Motion Carried

c. Approval of bills for December 2020
Motion by G. Chappell, supported by G. Nicholson

RESOLVED to Approve bills from December 2020

James Higgins – Aye
Gayle Nicholson – Aye
Gary Chappell – Aye
Kathryn Sample - Aye
Jen Koralewski – Aye

Motion Carried

d. Board Email - Status
Dan Wetterstrom confirmed that Board emails had been established.
Three of the Board Members need to stop by to complete the setup.

e. Director Search – Status

Postings have been set up to end at the end of January 2021*

*(*45 days was the original timeline for the position to be posted in Mid-December)*

f. Millage – Status

The Board wants to renew at the .975? mills that we are presently collecting. This Millage that is up for renewal strictly is for operating costs.

g. Friends of the Library

Meriem Kadi will set up elections of Officers via Zoom. American House has requested books for their residents because they cannot get out of their homes with the Pandemic.

5. New business

a. Electronic Sign

Request for Proposal will be started. J. Koralewski has requested that we use a Westland Company if possible. D. Wetterstrom will contact D. Adams at the City for more information on the Company's that the City has used.

b. Website

Requesting to start the RFP, this could take 4 to 6 months to complete a new website, and we have the time now before the Library opens back up to the public.

6. Director's Report

It's Budget Season here at the Library. A Strategic Plan with the City starts at the end of January. Luckily Ishwar had forecasted the Budget for seven years and meticulously kept notes for the past few years.

7. Citizens Comments

- Citizen was happy we are moving forward with long-awaited projects
- Citizen suggested 10% decrease in millage
- Friends of the Library president wants to know how they can help with millage
- Head of Youth explained collection ordering through the year

8. Board Members Comments

Jen Koralewski – Thanked everyone for the discussion tonight, looking forward to the day when we can all be in the same room for these meetings. I have never met everyone face-to-face.

Gary Chappell – I appreciate everyone's input on the Millage tonight. We seem to be heading in the right direction and looking forward to finally getting plans on paper to improve the Library.

Gayle Nicholson – Great job to the Youth Librarians for posting the storytime events, the science projects, learning to draw, the dancing raisins –to name a few. Great job, Jennifer, for your input and for getting things moving in the right direction. I hope everyone continues to stay safe.

9. Next Meeting Topics

February 17, 2021, is the next regularly scheduled meeting

Director Search Update – Status

Millage – Status

Library Projects – Update & Bids

- Website
- Electronic Sign
- Renovation Projects
- Lockers
- Roof

Strategic Plan (3 to 5 year Plan)

Vaccines for Staff

10. Adjournment

RESOLVED, to adjourn the meeting at 8:39 pm

Motion by G. Nicholson, supported by K. Sample

James Higgins – President - Aye

Gayle Nicholson – Vice-President - Aye

Kathryn Sample – Treasurer - Aye

Gary Chappell – Secretary - Aye

Jen Koralewski – Trustee - Aye

Motion Carried