

**William P. Faust Public Library of Westland  
Board of Trustee Regular Meeting, Wednesday, April 19, 2023  
35100 Bayview, Westland, Michigan 48186**

A regular meeting of the Board of Trustees for the William P. Faust Public Library of Westland  
was held on Wednesday, April 19, 2023, at 7:00 pm,  
at 35100 Bayview, Westland, MI 48186

**1. Call to Order and Rollcall**

The meeting called to order at 7 pm by James Higgins

**MEMBERS PRESENT:**

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

**Excused:**

Gary Chappell

**ALSO PRESENT:**

Jennifer Roth, Director  
Paula Scarlett, Administrative Assistant  
Michael McNamara, Library Attorney

**2. Action on Agenda**

N/A

**3. Citizens' Comments on Agenda Items**

N/A

**4. Business**

**a. Approval of Minutes from Regular Meeting, March 8, 2022**

Motion to pass the Regular Meeting Minutes for March 8, 2022

Motion by G Nicholson, Supported by J Koralewski

James Higgins – Aye

Gayle Nicholson – Aye  
Jen Koralewski – Aye  
Kathryn Sample – Aye

Motion carried.

**b. Approval of Bills for March 2023**

Motion by K Sample, Supported by J Koralewski

James Higgins – Aye  
Gayle Nicholson – Aye  
Jen Koralewski – Aye  
Kathryn Sample – Aye

Motion carried.

**c. February Billing Discussion – Items 695 & 910**

Gary questioned the two of the line items within the March financials. Complete copies of each line item were provided to the Library Board. Both K Sample and J Higgins were happy to see the complete reports.

**d. Dailey Construction - Updates**

Construction is going well and on time. At the moment, we are under budget. We plan to close the Marshall site at the end of July and re-open the Faust Library in early October. The floors are being cleaned now, and the carpet installation will start at the end of May.

We recently had an electrical power surge that melted the fire alarm portion of the control board. We are waiting on quotes from Red Guard. The best guesstimate is approx — \$ 50,000.

**e. Friends of the Library – Lynne Hagmann**

The Book Sale will be held from May 4 through May 7. May 4 is only for the members of the Friends. The Friends will be at the Farmer's Market in Westland on July 20 and September 21. They will be giving away kids' books; the adult book giveaway doesn't do as well as the kids' giveaway.

Lynn had out-of-town family visiting recently, and they wanted to see the temporary library. They were so impressed with the murals and the painting that the staff completed—fantastic job & kudos to everyone involved.

The Friends group is thinking about organizing the vending machines we will now have in the library.

## **5. New Business**

a. A/C Marshall Building – we were made aware that the A/C at Marshall is not working for half of the space. We can get through the part of the time we are here, but in the extreme heat, the A/C will be overloaded and burn out the entire system. We are waiting for quotes. It will be a necessary purchase. We presently pay \$.27 per sq. ft. This increase will take up to \$.41 per sq. ft.

b. TBS Machine – Tabled this purchase until we have more information on the A/C unit

c. Directors Raise

Gayle will send information out to the Board Members. This needs to be completed by the June Board meeting.

## **6. Directors Report**

James and Jennifer attended the City Council Study to present the budget for the 23-24 Fiscal Year. The Council approved it. Councilman McDermott asked if we charge for the meeting rooms. We do not. Jennifer indicated that it is a public space for the public to use. We cannot be a for-profit company. All programs are free to the public.

Events coming up at the Library, Touch-a-Truck, will be held on Tuesday, June 27. Shred Day at the Library will be on Saturday, June 3.

ARPA Funds will be used to purchase Chrome Books for Patrons to check out. Like the Hot Spots, we will set up a process for checking out and returning.

## **7. Citizens' Comments**

N/A

## **8. Board Member Comments**

J Higgins wanted to express his kudos to Jennifer at the Council Study session. And thank you for the explanation of the financials.

**9. Next Meeting Topics**

Where will the August & September Library Board Meetings be held?

A/C quote for Marshall

Directors Review

**10. Adjournment**

Resolved to adjourn the meeting at 7:27 pm

Motion by G Nicholson, Supported by J Koralewski

James Higgins – Aye

Gayle Nicholson – Aye

Jen Koralewski – Aye

Kathryn Sample – Aye

Motion carried