

Westland Public Library  
Board of Trustee Minutes  
Wednesday, October 14, 2009  
Meeting Room B

A regular meeting of the Board of Trustees of the William P. Faust Public Library of Westland, Michigan was held on Wednesday, October 14, 2009 at 6123 Central City Parkway, Westland, Michigan.

1. Call to Order and Attendance

Meeting called to order at 7:01 PM by Board President Leslie Bell

Roll Call MEMBERS PRESENT:

Leslie Bell – President  
Samuel Durante – Vice-President  
Rebecca Kelly – Secretary  
Duane Moody - Treasurer  
Eddie Rice

STAFF PRESENT:

Marilyn Kwik, Head of Adult Services

ALSO PRESENT:

Michael McNamara - Library Attorney

2. Action on Agenda

Motion, to add item d. Approval of meeting minutes from September 18, 2009 to item 4.

Business

Motion by: Durante

Support by: Moody

Durante – aye  
Moody – aye  
Rice – aye  
Kelly – aye  
Bell – aye

Motion carried

Motion, to remove item c. Discussion of Pledge of Allegiance under item 4. Business

Motion by: Durante

Support by: Rice

Durante – aye  
Rice – aye  
Moody – aye  
Kelly – aye  
Bell – aye

Motion carried, and item d. now becomes new item c.

### 3. Citizen's Comments

Westland resident, Jo Johnson, asked if any board members had relatives employed at the library. Ms. Bell acknowledged that her teenage son works part time at the library, but no other board members have relatives employed. When Ms. Johnson asked when the policy changed, a discussion followed explaining the inconsistency found when updating the board manual and employee handbook regarding employment of relatives. The board manual had no such ban, the employee handbook did. The board voted without Ms. Bell present to allow relatives of board members to be employed at the library, thus bringing the employee handbook in line with the board manual.

### 4. Business

#### a. Approval of Minutes for the regular meeting of September 9, 2009.

Resolved, to approve the minutes of the September 9, 2009 regular board meeting as amended

Motion by: Durante

Support by: Rice

Durante - aye

Rice - aye

Moody - aye

Kelly - aye

Bell - aye

Motion Carried

#### b. Approval of Bills

Motion, to table approval of this month's bills until next month

Motion by: Moody

Support by: Rice

Moody - aye

Rice - aye

Durante - aye

Kelly - aye

Bell - aye

Motion Carried

c. Approval of Minutes from September 18, 2009 Special Meeting

Motion by: Durante

Support by: Moody

Durante – aye

Moody – aye

Rice – aye

Kelly – aye

Bell – aye

Motion Carried

5. Director's Report

October and November reports will be discussed at November board meeting. A letter was distributed to the board outlining two technology projects the city's IT Department will assist the library in completing.

6. Citizen Comments

Westland resident, John Emmert asked why the board was looking for different reports than what was being provided. Mr. Moody explained that the board is asking for more detail and additional information than what has been provided in the past. Ms. Kelly added that the additional information requested is due to a tighter budget and falling revenues. Mr. Emmert then asked if it is possible to take money from the Library Fund without the public being aware. Mr. McNamara explained that City Council must approve money transferred out of the Library Fund. Mr. Moody explained that any money spent must then have board approval. Mr. Emmert asked if the city can borrow library money for their own needs and then put it back. Mr. McNamara said that the Library Fund is collected through a millage and earmarked specifically for the library. The board members collectively stated they were not aware of any money being borrowed and did not believe it could be borrowed, but Ms. Bell said that questions could be posed to City Council at a council meeting to be certain. Mr. Emmert asked what percentage drop in funding had been forecast for the current budget year. Ms. Kelly explained that the board had the projections last winter when working on the 2009-2010 budget but no one could remember the exact percentage drop in expected revenues. Mr. Emmert asked how much the city will take from the library's budget for the services they provide. Ms. Bell and Mr. Durante both stated that the board had the raw numbers for the budget study sessions last winter but could not recite those exact numbers without referring back to budget documents. Mr. Emmert then asked how the money was taken by the city ... lump sum, quarterly? Ms. Bell stated that payments were made every six months. Mr. Emmert asked how the city justifies the money it takes from the library for the services provided since, in his opinion, the city doesn't do a very good job in supporting the library. Ms. Kelly explained that although the city

provides a variety of support services for the library including services not as obvious as snow plowing, the board also sometimes questions the value of services received, but it's beyond the board's control. Ms. Bell added that citizens can address the issue with City Counsel.

Westland resident, Jo Johnson, asked about the library's lawn service. Ms. Bell explained that the lawn service had been cancelled to save money in the budget and the maintenance person now does the lawn. Ms. Johnson asked about the pavilion area and Ms. Bell acknowledged that it was handled by Parks & Rec.

## 7. Board Member Comments

Moody: none

Durante: Mentioned the compliment about the quality movies shown at the library. Mr. Durante also brought up the patron comment about the size of our novel collection. Marilyn Kwik explained that the sign of a good collection meeting the needs of the community is that books are being checked out. The result of those books being checked out is that it then appears we don't have many. Mr. Durante asked if there are waiting lists for books and Ms. Kwik explained the different ways to get on a waiting list.

Rice: Discussed Clean Slate program and suggested we consider donations to provide incentive for returning past-due materials. Mr. Rice mentioned the comment cards and the assistance Lindsay gave a patron on the computers. He noted his own appreciation for Marilyn Kwik and her wonderful assistance to him on computers. Mr. Rice mentioned the newspaper article about the events of Sept. 11 and the importance of remembering. He also thought the coupon printing was a great idea, especially in this economy.

Kelly: Mentioned the collection size comment and had hoped it meant that many books were checked out, thus leaving a smaller selection. Ms. Kelly also liked the patron comment about quality movies and then thanked Marilyn Kwik for attending the board meeting.

Bell: Thanked Marilyn for taking notes during the board meeting. Ms. Bell requested that Ms. Napsha ask if any of the board's questions were unclear. Ms. Bell also stated that we look forward to November's meeting and the Director's Report.

## 8. Next meeting topics

- a. Discussion on proposed Facilities Committees

Ms. Kelly requested we consider changing the November meeting date since it falls on a holiday when the library is closed. She stated that the board meetings should be held when the library is open. Discussion ensued to determine an agreeable date.

MOTION, to change November board meeting from November 11 to November 18, 2009

Motion: Durante

Support: Rice

Durante – aye

Rice – aye

Moody – aye

Kelly – aye

Bell – aye

Motion carried

#### 9. Adjournment

Motion by: Moody

Support by: Durante

RESOLVED, to adjourn meeting @ 7:53 PM

Moody - aye

Durante – aye

Rice – aye

Kelly – aye

Bell - aye

Motion Carried