

Westland Public Library  
Board of Trustee Minutes  
Date 02/08/2012  
Place 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, February 8, 2012 at 6123 Central City Parkway, Westland, Michigan

1. Call to Order and Attendance

Meeting called to order at 7:04 P.M. by Mark Neal, Library Board President

Roll Call MEMBERS PRESENT:

Mark Neal-President

Antoinette Martin-Vice President

Sheri Robinson-Treasurer

Tim Jackson

Mark Welch

STAFF PRESENT:

Dr. Sheila Collins-Library Director

Diane Mehl-Circulation Supervisor

Sherri West-Recording Minutes

ALSO PRESENT: (NAME-TITLE IF INCLUDED)

Michael McNamara-Library Attorney

Representatives from Kimberly Lighting and ERC

2. Action on Agenda

None

3. Citizens Comments

Robert Frorich addressed a patron concern about how dark the south end parking lot was outside when he came in tonight.

4. Business

a. Approval of Meeting Minutes from January 11, 2012

RESOLVED, to approve the minutes of the January 11, 2012 regular board meeting as submitted.

Motion by : Antoinette Welch

Supported by: Mark Welch

Name- Neal

Name-Martin

Name-Robinson

Name-Jackson

Name-Welch

Motion (carried)

b. Approval of Bills

Motion, to approve bills as submitted.

Motion by: Mark Welch

Supported by: Sheri Robinson

Name- Neal

Name-Martin

Name-Robinson

Name-Jackson

Name-Welch

Motion (carried)

c. LED Lighting

Nine sample lights have been placed in the staff area this week.

Kimberly Lighting representatives along with ERC continued to promote the lighting program they are proposing. Discussion followed with questions on financing vs. direct purchase, installation costs, upgrades, etc.

Following much discussion Vice President Antoinette Martin reminded the board and informed Kimberly Lighting that this purchase amount would need to go out for a bid process.

Board President Mark Neal thanked them for coming and for the information and said the board will discuss this by the next board meeting.

d. Continuation of the Expansion committee discussion.

Board President Mark Neal suggested that the board look at the coming budget before continuing on this issue.

The board is still waiting for answers from Mayor Wild concerning financing options.

Mark Neal will call for a special meeting to talk with the mayor and council about the expansion and the financing of it.

e. Job Descriptions

Tim Jackson made a motion to table the discussion to give the board more time to go over the descriptions.

Name- Neal

Name-Martin

Name-Robinson

Name-Jackson

Name-Welch

Motion (carried)

f. Payroll Services

There was no available information to discuss. Mark Neal asked Dr. Collins to get in contact with the city about the timing of the change. Expected to begin on July 1<sup>st</sup>, 2012

g. Discussion Budget Committee

The budget for the coming 2012-2013 Budget year is due to the city by the 1<sup>st</sup> of March, 2012. Discussion on the availability of the board to meet and prepare budget proposal for the coming year and to address the expected shortfalls.

It was decided to meet:

Friday, February 24, 2012 at 9:00 A.M

Saturday. February 25<sup>th</sup>, 2012 at 9:00 A.M

All board members would be available at this time.

5. Directors Report

Dr. Collins gave a verbal report of activities and statistics of the programs attended this past month at the Library.

Marilyn Kwik was voted Employee of the Year and honorable mentions were given to others.

Plans have been established for a Library In-Service Day on March 16, 2012.

All staff is required to attend. Topics of discussion that day are as follows.

Sexual Harassment DVD to be shown

Fire Safety

Cindy King: from the City giving presentation that day.

Followed up by: Departmental meetings.

Dr. Collins personally thanked the Library Board for the flowers and condolences during the funeral for her Mother-in Law.

6. Citizens Comments

None

7. Board Member Comments

After reading some requests in the board packet Dr. Collins was asked if the children's calendar had been reinstated. Dr. Collins said yes it had.

8. Next Meeting Topics

LED Lighting

Expansion Committee Discussion

Job Descriptions

Payroll Services update

Dan Bordeau update from the City's IT department about the new phone system.

Adoption of Budget for 2012-2013

9. Adjournment

RESOLVED, to adjourn meeting at 8:14 P.M

Motion by: Mark Welch

Supported by: Tim Jackson

Name- Neal

Name-Martin

Name-Robinson

Name-Jackson

Name-Welch

Motion (carried)