

Westland Public Library
Board of Trustee Minutes
Wednesday, April 11, 2012
Meeting Room B, Library

A regular meeting of the Board of Trustees of the William P. Faust Public Library of Westland, Michigan was held on Wednesday ,April 11, 2012 at 6123 Central City Parkway, Westland, Michigan 48185

1. Call to Order and Attendance

Meeting called to order at 7:00 P.M.by Board President Mark Neal

Roll Call MEMBERS PRESENT:

Mark Neal-Board President
Antoinette Martin-Vice President
Sheri Robinson-Treasurer
Tim Jackson
Mark Welch

STAFF PRESENT:

Dr. Sheila Collins
Sherri West-Staff (recording minutes)
Diane Mehl-Circulation Supervisor
Marilyn Kwik-Adult Reference Department Head
Kristy Cooper-IT Librarian
Claire Mueller-Children's Department
Megan Esseltine-Reference Department
Andy Schuck-Reference Department

ALSO PRESENT:

Michael McNamara-Library Attorney
Miriam Kadi-Friends of the Library Board President and City Council

2. Action on Agenda

*Add Approval of minutes for March 5, 2012 Special Meeting under Business item a.

*Add Request for Budget availability and Payout on settlement agreement.

3. Citizens Comments

There were various comments made by staff at this time concerning the change in hours and staff reduction coming July 1, 2012. There were letters written and presented by Marilyn Kwik and Kristy Cooper. Marilyn requested her statement be included as an official document presented at this board meeting. Mark Neal accepted the document to be reviewed by the board. Kristy Cooper presented a graph showing the distribution of staff after the current proposed staff changes. Requesting that the board reconsider the number of hours cut in the Reference department specifically. Mark Neal thanked Kristy for all the time she put into her handout. Also Claire Mueller spoke that she had a few suggestions that the board could look into for reducing the budget before they make final decisions. She also suggested that more communication was necessary. As a patron of the library she also felt that it was very important that the public know what is going on and should be made aware by us. Not just by the articles they read in the newspaper.

Mark Neal thanked all of the people who had comments. He said they would look over the letters and graphs that were handed out before the final decisions would be made. He also agreed to set down with Marilyn Kwik and discuss some of her suggestions. Mark Neal reminded all that nothing was yet set in concrete.

Miriam Kadi- President of the Friends offered the Friends Newsletter as a means of letting the public know what is happening.

Betty Baker-Library Patron said she would like to be more informed as a patron.

4. Business

a. Approval of Meeting Minutes from special meeting on Monday, March 05, 2012

RESOLVED, to approve the minutes of the March 05, 2012 special board meeting as submitted.

Motion by: Antoinette Martin

Supported by: Tim Jackson

Name-Mark Neal

Name-Antoinette Martin

Name-Sheri Robinson

Name-Tim Jackson

Nam-Mark Welch

Motion- Passed

b. Approval of Meeting Minutes from March 14, 2012

RESOLVED, to approve the minutes of the March 14, 2012 regular board meeting as submitted.

Motion by: Tim Jackson

Supported by: Sheri Robinson

Name-Mark Neal

Name-abstained due to absence

Name-Sheri Robinson

Name-Tim Jackson

Nam-abstained due to absence

Motion – Passed

c. Approval of minutes from special meeting on Saturday March 24, 2012 regarding AFSCM Motion.

RESOLVED, to approve the minutes of the March 14, 2012 regular board meeting as submitted by:

Motion by: Mark Welch

Supported by: Sheri Robinson

Name-Mark Neal

Name-Antoinette Martin

Name-Sheri Robinson

Name-Tim Jackson

Nam-Mark Welch

Motion – Passed

d. Approval of Bills

Motion to approve bills as submitted.

Motion by: Antoinette Martin

Supported by: Tim Jackson

Name-Mark Neal

Name-Antoinette Martin

Name-Sheri Robinson

Name-Tim Jackson

Name-Mark Welch

Motion – Passed

- Sheri Robinson reminded whoever is taking over QuickBooks. Please do not add the credits into the monthly reports to the board.

e. Honeywell Contract.

Mark Neal presented the Honeywell representatives to the board. He stated that he had sought other vendors to compare and could not find any that could offer the content of services we are requesting.

Honeywell gave a new presentation on the available plans concerning the library's HVAC system particularly.

Much discussion took place concerning available funds and necessity of each phase of this plan.

Mark Welch suggested there be another meeting to discuss the terms of financing.

A motion was made to move forward and proceed with a contract for services proposed. With a stipulation that we can withdraw if we do not get what is approved. Approval for Mark Neal to sign contract and proceed.(Mike McNamara would write the motion.)

Motion- Tim Jackson

Supported- Sheri Robinson

Name-Mark Neal

Name-Antoinette Martin

Name-Sheri Robinson

Name-Tim Jackson

Name-Mark Welch

Motion – Passed

f. HVAC

*See discussion under Honeywell Contract

Motion was made to wait until the board is more sure of financial means. Especially until after the millage

Motion: Antoinette Martin

Supported: Tim Jackson

Name-Mark Neal

Name-Antoinette Martin

Name-Sheri Robinson

Name-Tim Jackson

Name-Mark Welch

Motion – Passed

g. Millage Language

RESOLVED that the language for the Westland Library millage be: "Shall the City of Westland levy an additional millage not to exceed .99 mills against all taxable real and tangible personal property for a 10- year period of time, 2012 through 2023, for the William P. Faust Public Library of Westland, for the purpose of providing funds for all Library purposes authorized by law? 0.99 mills are equal to \$0.99 on each \$1,000.00 of taxable value. If approved, the additional millage levied will raise approximately \$1.35 million the first year it is levied. The millage will be levied on the Winter Tax Bill Annually.

Motion: Tim Jackson

Supported: Mark Welch

Name-Mark Neal

Name-Antoinette Martin

Name-Sheri Robinson

Name-Tim Jackson

Name-Mark Welch

Motion – Passed

h. CIPA Compliance

Motion to adopt CIP Compliance as written

Motion: Mark Welch

Supported: Sheri Robinson

Name-Mark Neal

Name-Antoinette Martin

Name-Sheri Robinson

Name-Tim Jackson

Name-Mark Welch

Motion – Passed

i. Dr. Collins moving expenses

Motion made to pay Dr. Collins moving expenses as submitted.

Motion: Antoinette Martin

Supported: Tim Jackson

Name-Mark Neal

Name-Antoinette Martin

Name-Sheri Robinson

Name-Tim Jackson

Name-Mark Welch

Motion – Passed

j. Budget approval on settlement agreement

Motion to request budget approval on payment of settlement agreement.

Motion: Antoinette Martin

Supported: Mark Welch

Name-Mark Neal

Name-Antoinette Martin

Name-Sheri Robinson

Name-Tim Jackson

Name-Mark Welch

Motion – Passed

5. Director's Report

Dr. Collins gave statistics on programs that took place in the library during the month of March. Food for Fines took in 1500 food items and forgave \$1900.00 in fines. Kelley Alcala our Interloan clerk on staff won a scholarship for Wayne State. In March all our computers were upgraded. We have received the furniture for the New computer stations.

Staff in service day was successful. Programs on sexual harassment and dealing with difficult patrons. Also the staff rehearsed emergency procedures.

Dr. Collins gave new hours of operation to begin July 1, 2012.

Sunday-closed

Monday-closed

Tuesday- 10:00 A.M-6:00 P.M.

Wednesday- 12:00 P.M-9:00 P.M

Thursday- 12:00 P.M-9:00 P.M

Friday- 10:00 A.M.-5:00 P.M

Saturday- 10:00 A.M.-5:00 P.M

6. Citizens Comments

Comments were given in support of a new HVAC system including units not just controls.

Consider HVAC over new lighting at this time.

A Library patron questioned about the previous discussion on Library addition. Mark Neal assured her that has been taken off the table at this time.

7. Board Member Comments

All board members thanked staff and Library patrons for coming out and sharing their concerns with the board at this time. Thank you to the staff for all the work they have done to help the board make informed decisions.

8. Next meeting topics

HVAC/ Honeywell contract

Results on Bid

Millage Results

Review Holiday Hours

9. Adjournment

RESOLVED, to adjourn meeting at 9:17 P.M.

Motion by: Tim Jackson

Supported by: Antoinette Martin

Mark Neal-Board President

Antoinette Martin-Vice President

Sheri Robinson-Treasurer

Tim Jackson

Mark Welch

Motion -