

Westland Public Library  
Board of Trustee Minutes  
Wednesday, June 10, 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, June 10, 2009 at 6123 Central City Parkway, Westland, Michigan.

1. a. Call to Order.

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

Roll Call

MEMBERS PRESENT:

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

STAFF PRESENT:

Cheryl Napsha – Library Director

ALSO PRESENT:

Michael McNamara - Library Attorney

b. Change to agenda

Motion, to amend item 5 to reflect additions to the agenda as follows:

- c. Approval of meeting minutes from May 7, 2009 study session
- d. Approval of meeting minutes from May 21, 2009 study session
- e. Approval of Bills
- f. Approval of calendar for FY 09-10
- g. Discussion on policy waiver

Motion by: Durante

Support by: Moody

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

Motion Carried

2. Citizen Comments

None from audience. Board discussed citizen comment cards with Ms. Napsha. Of special interest was the possibility of offering a keychain library card.

3. Consent Calendar

None

4. Guest Presentations

None

5. Business

a. Employee of the Month

Bridget Sturdy was recognized as the library's employee of the month for July 2009 and granted use of the Employee-of-the-Month parking space.

b. Approval of Minutes for the regular meeting of May 13, 2009.

Resolved, to approve the minutes of the May 13, 2009 regular board meeting as amended

Motion by: Durante

Support by: Rice

Durante - aye

Rice - aye

Moody - aye

Kelly - aye

Bell - aye

Motion Carried

c. Approval of Minutes for the study session of May 7, 2009

Motion, to approve the minutes of the May 7, 2009 study session as presented

Motion by: Moody

Support by: Durante

Moody - aye

Rice - abstain

Durante - aye

Kelly - aye

Bell - aye

Motion Carried

d. Approval of Minutes for the study session of May 21, 2009

Motion, to approve the minutes of the May 21, 2009 study session as presented

Motion by: Durante

Support by: Rice

Durante - aye

Rice - aye

Moody – aye

Kelly – aye

Bell - aye

Motion Carried

e. Approval of Bills

No new bills submitted for approval.

Motion, to make a budget transfer of \$12,000

From Budget Code 10-10 Personnel

To Budget Code 43-00 Repair and Maintenance Services

Motion by: Durante

Support by: Moody

Durante – aye

Moody – aye

Rice – aye

Kelly – aye

Bell – aye

Motion Carried

Motion, to make a budget transfer of \$250

From Budget Code 74-00 Capital Outlay/Equipment

To Budget Code 54-00 Advertising

Motion by: Kelly

Support by: Moody

Kelly – aye

Moody – aye

Durante – aye

Rice – aye

Bell – aye

Motion Carried

f. Approval of calendar for FY 09-10

Motion, to approve the Board of Trustees meeting dates for FY 09-10

Motion by: Moody

Support by: Rice

Moody – aye

Rice – aye

Durante – aye

Kelly – aye

Bell – aye

Motion Carried

At 7:35 pm the gavel was passed from Ms. Bell to Mr. Durante. Ms. Bell then left the meeting and abstained from voting.

g. Policy waiver

Motion, to change title of Employee Manual Section II. E. to read Employment of Library Board Members and delete items #1 and #3, making item #2 become item #1.

Motion by: Moody

Support by: Rice

Moody – aye

Rice – aye

Kelly – aye

Durante – aye

Motion Carried

At 7:46 pm, Ms. Bell returned to the room and the gavel was passed from Mr. Durante back to Ms. Bell.

6. Director's Report

Moody: Asked if lock-ins had been done in the past, thinks it's a fantastic idea and would like to see it again. Even though long, Mr. Moody found the Director's Report very interesting. He also thought it sad that Korean War awards were delayed so long.

Durante: Remarked that he is familiar with lock-ins at the Plymouth Library and has always enjoyed them. He would like us to do it again.

Rice: Likes the lock-in and is familiar with them from church activities. He feels it helps children learn more about each other. Mr. Rice applauds Bridgett for her outstanding efforts. He also knows a veteran who received medals late.

Kelly: Asked Ms. Napsha about the switch in payroll companies and commended her on the savings. Inquired about the lock-in chaperones and was told by Ms. Napsha that parents, relatives and 2 library employees acted as chaperones. Ms. Kelly commented on how special to have the medal ceremony for the Korean War veteran at the library. She also informed Ms. Napsha about a new publication that is advertising the library's program schedule.

Bell: Ms. Bell commended Andy Schuck for having a poetry book published comprised of writings by library patrons. She applauded the Children's staff for their promotion and preparation for the Summer Reading Program. Ms. Bell also expressed appreciation for the level of detail and information in Ms. Napsha's Director's Report and the Supervisors' Department Reports.

## 7. Committee Reports

### a. Policy committee

Motion, to amend Trustee Manual Section IV. Library Board, C. Bylaws as recommended by the Policy Committee to read as follows:

Article V, Section 3 – delete the phrase “and shall have custody of the minutes and other records of the Board of Trustees” and change the preceding comma to a period.

Article V, Section 4 – add a “d” to the word “authorize” to read “authorized.”

Article VI, Section 5 – change the agenda items for a regular meeting to read

- Call to order
- Action on agenda
- Citizen's comments
- Business
- Director's report
- Citizen's comments
- Board member comments
- Next meeting topics
- Adjournment

Article VII, Section 3 – this section shall now read “The Library Director shall attend all board meetings. In the event of the Director's excused absence, s/he shall appoint a representative.”

Motion by: Durante

Support by: Moody

Discussion followed.

Motion, to amend original motion to change Article V, Section 3 as follows:

add a period after special meetings, delete the word "and," and insert "The Director shall have custody of the minutes and other records of the Board of Trustees."

Motion by: Kelly

Support by: Rice

Kelly – aye

Rice – aye

Durante – aye

Moody – aye

Bell – aye

Motion carried

Vote followed on original motion with amendment.

Durante – aye

Moody – aye

Rice – aye

Kelly – aye

Bell – aye

Motion carried.

Motion, to amend Trustee Manual Section V. Meeting Room Policy as recommended by the Policy Committee to read as follows:

Meeting Rooms A, B and the Children's Activity Room are open only for use by the Library, the Friends of the Library and the City of Westland.

Motion by: Kelly

Support by: Rice

Kelly – aye

Rice – aye

Durante – aye

Moody – aye

Bell - aye

## 8. Board Member Comments

Durante: Appreciates all Ms. Napsha does and likes the new ideas and programs.

Moody: Congratulations to Bridgett for Employee of the Month. Congratulations to Ms. Napsha for the wonderful article in the Observer, good job.

Rice: Congratulations to Ms. Sturdy who is doing a great job and deserving of Employee of the Month. Thanks to Mr. McNamara's office for the nice letter. Ms. Napsha doing great job and continues to impress.

Kelly: Congratulations to Bridget Sturdy for Employee of the Month and her successful lock-in. Thanks to Ms. Napsha for everything she continues to do. Thought the Observer article was great and appreciated the credit given to her staff.

Bell: Congratulations to Bridget who is very worthy of award. Apologized to Ms. Napsha for not recognizing her anniversary at the last meeting. Thanked Ms. Napsha for everything she does and thinks her staff is great.

9. Miscellaneous handouts:

None

10. Next meeting topics

Election of Officers

11. Adjournment

Motion by: Moody

Support by: Rice

RESOLVED, to adjourn meeting @ 8:33 PM

Moody – aye

Rice – aye

Durante – aye

Kelly – aye

Bell - aye

Motion Carried