

Westland Public Library
Board of Trustee Meeting
Wednesday, September 12, 2012
Library Board Room
7:00 P.M.

A regular meeting of the Board of Trustees of the William P. Faust Public Library of Westland, Michigan was held on Wednesday, September 12, 2012 at 6123 Central City Parkway, Westland, Michigan 48185

1. Call to Order and Attendance

Meeting called to order at 7:05 P.M. by Mark Neal

Roll Call MEMBERS PRESENT:

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

STAFF PRESENT:

Dr. Sheila Collins
Sherri West-Admin. Assist. (Recording minutes)
Diane Mehl-Circulation Supervisor
Beth Fixler-Admin. Assist.

ALSO PRESENT:

Michael McNamara-Library Attorney

2. Action on Agenda

Motion was made to move agenda item 3- e. to close study session.

Motion- Tim Jackson

Supported-Sheri Robinson

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

Motion-Passed

3. Citizens Comments

John Sowards- Questioned did the Honeywell lighting project include the parking lot lighting?

John also presented a brochure for a Library Board Trustee conference in Dexter if any of the board were interested in attending.

The Library Board members thanked John for the information.

4. Old Business

a. Approval of Meeting Minutes August 8, 2012 regular board meeting.

RESOLVED, to approve the minutes of the August 8, 2012 regular board meeting as submitted.

Motion by: Antoinette Martin

Supported by: Sheri Robinson

Mark Neal- Board President-YES

Antoinette Martin-Vice President-YES

Sheri Robinson-Treasurer-YES

Tim Jackson-ABSTAINED

Mark Welch-ABSTAINED

Motion - PASSED

b. Approval of Bills

Motion to approve bills as submitted.

Motion by: Antoinette Martin

Supported by: Sheri Robinson

Mark Neal- Board President-YES

Antoinette Martin-Vice President-YES

Sheri Robinson-Treasurer-YES

Tim Jackson-YES

Mark Welch-YES

Motion - PASSED

c. Approval of Bills from July 11, 2012 Board Meeting Previously tabled.

Motion to approve bills from July 11, 2012 as submitted.

Motion by: Antoinette Martin

Supported by: Mark Welch

Mark Neal- Board President-YES

Antoinette Martin-Vice President-YES

Sheri Robinson-Treasurer-YES

Tim Jackson-YES

Mark Welch-YES

Motion - PASSED

d. Honeywell Update

The Library attorney Michael McNamara presented to the board one outstanding issue in the Honeywell contract. The lending bank has changed the interest on the balance from 3.75% to 5.75% due to the tax exempt status at the bank. The Library's tax status exempts the library from paying taxes on purchased items. However it does not cover the banks obligation to pay tax on the money it loans the library. So a motion was made to go for a request to city council and ask to transfer the remaining balance to pay out of reserves.

Motion-Tim Jackson

Support-Mark Welch

Mark Neal- Board President-YES

Antoinette Martin-Vice President-YES

Sheri Robinson-Treasurer-YES

Tim Jackson-YES

Mark Welch-YES

Motion - PASSED

5. New Business

At the request of the board Dr. Collins presented the board with a proposal on how the library should begin to reestablish hours and staff and within what time frame.

Motion was made to commence with the search and hiring of 8 pages and 1 librarian to be hired as soon as possible.

Motion-Mark Welch

Support-Tim Jackson

Mark Neal- Board President-YES

Antoinette Martin-Vice President-YES

Sheri Robinson-Treasurer-YES

Tim Jackson-YES

Mark Welch-YES

Motion - PASSED

Honeywell HVAC bid process was reviewed by board members. There was discussion on the bid specs. And motion was made as follows.

Motion was made to move forward with the bid process for a new HVAC system. Library attorney Michael McNamara will rewrite the bid with the corrections advised by the library board.

Motion- Antoinette Martin

Support-Tim Jackson

Mark Neal- Board President-YES

Antoinette Martin-Vice President-YES

Sheri Robinson-Treasurer-YES

Tim Jackson-YES

Mark Welch-YES

Motion - PASSED

6. Director's Report

Dr. Collins gave statistics on the programs attended at the Library during the month of August, 2012

995-attended programs

Summer Reading Program (SRP) was a huge success

26-Specialty events during SRP

Fantasy Football has begun with a reading element this year.

48-Homebound patrons circulating 263 items.

Staff is currently weeding materials.

Space Reviewing

7,442-downloads since beginning of program

Lego Library competition to earn \$5,000 for our library. Log onto website and vote for our Westland Library.

3rd Annual Writers B'BQ-shared stories, friendship and food.

86 new patrons

Dr. Collins gave kudos to the library staff for all the hard work during this time of great work load.

7. Citizens Comments

8. Board Member Comments

9. Next meeting topics

- Tim Jackson recommended discussion of parking lot lighting at next board meeting.
- Antoinette recommends discussion of DTE rebates.
- Update on HVAC bid process.
- Updates on increase in staffing.

10. Adjournment

RESOLVED, to adjourn meeting at 8:00 P.M.

Motion by: Tim Jackson

Supported by: Sheri Robinson

Mark Neal- Board President-YES

Antoinette Martin-Vice President-YES

Sheri Robinson-Treasurer-YES

Tim Jackson-YES

Mark Welch-YES

Motion - PASSED