

Westland Public Library  
Board of Trustee Minutes  
Wednesday, October 13, 2010  
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 13, 2010 at 6123 Central City Parkway, Westland, Michigan.

1. Call to Order and Attendance

Meeting called to order at 7:00 PM by Board President Leslie Bell

Roll Call

MEMBERS PRESENT:

Leslie Bell – President

Rebecca Kelly – Vice-President/Secretary

Duane Moody – Treasurer

Antoinette Martin

Eddie Rice

STAFF PRESENT:

Cheryl Napsha

ALSO PRESENT:

Michael McNamara - Library Attorney

2. Action on Agenda

MOTION, to remove item d. Policy Committee from business.

Motion by: Kelly

Support by: Moody

Kelly – aye

Moody – aye

Martin – aye

Rice – aye

Bell – aye

Motion Carried

3. Citizen's Comments

Cheryl Chuck, South Lyon resident and recently retired Westland Library employee, addressed follow-up business regarding her retirement, requested copies of separation paperwork, complimented the new website, and requested links on the website to Board members and meeting minutes.

Jim Chuck, South Lyon resident, stated that he thinks a communication went out stating that there was to be no cake or celebration in honor of his wife's retirement. He also

requested that the Board listen to employees and wonders what the current Board is about other than tough economic times.

Nancy Froreich, Westland resident, expressed concern about the Library sidewalk and rent negotiations.

Citizen comment cards were discussed.

#### 4. Business

##### a. Approval of Meeting Minutes from September 8, 2010

RESOLVED, to approve the minutes of the September 8, 2010 regular Board meeting as amended.

Motion by: Martin

Support by: Rice

Martin - aye

Rice – aye

Moody – aye

Kelly - aye

Bell - aye

Motion Carried

##### b. Approval of Bills

MOTION, to approve bills as submitted.

Motion by: Moody

Support by: Rice

Moody – aye

Rice – aye

Martin – aye

Kelly - aye

Bell – aye

Motion Carried

##### c. Capital Needs Assessment

Ms. Napsha provided the Board with a proposal containing three options from OHM to perform a capital needs assessment. Due to the cost, the Board recognized that two more proposals must be obtained. Ms. Kelly offered to get more information on what the basic OHM report would provide and to get two more companies to provide quotes so the Board can better decide the direction it wants to take.

#### d. Food for Fines

Ms. Napsha presented an idea from Reference Librarian, Andy Schuck, to allow patrons to pay fines with non-perishable food items during the Thanksgiving or Christmas holiday seasons. The food would be donated to a local food bank. The entire Board thought it a great idea to assist the community and at the same time wipe some fines off the books that would otherwise not be paid.

#### 5. Director's Report

Director's report was presented and discussed. Ms. Napsha offered to answer any questions.

Moody: Mr. Moody asked about the number of new pages and was told that three had been hired to fill hours left vacant by promotions, separations, and retirements.

Martin: Ms. Martin commended Ms. Napsha on the \$54,000 grant that will allow the Library to purchase much-needed computers.

Rice: Mr. Rice lauded the computer grant. He also asked about employee separations and replacements. Ms. Napsha explained the series of promotions that occurred from within when Cheryl Chuck retired with the remaining hours being filled by the newly hired pages. Mr. Rice commended Andy and Marilyn for the wonderful job they do with the Memoir Writing class for seniors.

Kelly: Ms. Kelly asked about the number of hours vacated and then filled and was told that 45 hours replaced 60. She gave Ms. Napsha kudos on the computer grant and asked about furniture and space for new computers. Ms. Napsha explained that furniture can also be purchased with the grant money and then shared a couple different ideas for placement. Ms. Kelly verified that Ms. Napsha had indeed spent 6 days at court for the AFSCME litigation since the previous Board meeting.

Bell: Ms. Bell complimented the picture in the Children's Dept. in memory of former Library employee Carolyn Kline. She also shared a conversation she had with Jenny Murch, newly promoted to the Children's Dept., and commented on her enthusiasm and apparent enjoyment in her new position. Ms. Bell congratulated Cheryl Chuck on her retirement. Ms. Bell complimented the new website and asked that her comments be passed on to webmaster, Kristy Cooper. She also wanted to assure Ms. Chuck that the Board members are listed on the website with minutes from Board meetings and that members are reached through the Library.

#### 6. Citizen Comments

Westland resident, Robert Froriech, stated that he thinks the Board should decide if it will or won't pay rent and that he hopes the Board can keep the city from taking Library money.

Westland resident, John Emmerd, suggested that the Director's Report be disseminated with the minutes or posted in the Library because Board member comments and questions regarding the report aren't always clear from the minutes.

## 7. Board Member Comments

Moody: Mr. Moody wanted to clarify that Board member names and minutes are available online. He thanked Ms. Napsha for a fine report. Mr. Moody also questioned Ms. Napsha about how retirement celebrations are handled and if a memo or communication went out regarding Ms. Chuck. Ms. Napsha explained that the Library staff has a group called "Such Love" that collects money to acknowledge birthdays, retirements, bereavements, etc. She said Ms. Chuck gave a 1-day notice on Tuesday and that it was her understanding "Such Love" purchased a giant cookie and had a get-together on Wednesday afternoon for Ms. Chuck. Ms. Napsha was off on Wednesday afternoon but stated no memo or communication went out from her office forbidding any type of celebration.

Martin: Ms. Martin stated that she likes the idea of a staff group to handle celebrations because she doesn't see it as the Library's responsibility to throw parties. She also brought up Mr. Chuck's statement about wondering what the Board stands for and feels that the strategic plan the Board adopted makes the answer clear.

Rice: Mr. Rice thanked the audience, especially Nancy Froriech, for the input about the Library. He said we need concerned patrons to point out things they see because the Board can't see everything.

Kelly: Ms. Kelly asked what could be done to speed up Ms. Chuck's paperwork. Ms. Napsha said that she would follow up on any needed paperwork. Ms. Kelly stated that she wants to see the employee policy changed that allows employees to use leave they haven't yet earned because some employees may not have the resources to pay back the Library if they owe money when separating.

Bell: Ms. Bell asked to address Mr. Chuck's comments and expressed her appreciation for his past service on the Board at the Westland Library. She stated that this Board knows what it's about and is proud of its accomplishments. In the past 2 years, the Library has completed a strategic plan, achieved QSAC enhanced level, and supports our Director and staff in every way possible. She pointed out that a down economy has forced a change in services to address unemployment, foreclosures, and other social services and is proud of the programs developed by staff and supported by the Board. Ms. Bell also said she takes offense at the implication that this Board has done nothing.

## 8. Next meeting topics

Capital Needs Assessment  
Children's Area Policy  
Employee Leave Policy

9. Adjournment

Motion by: Martin  
Support by: Moody

RESOLVED, to adjourn meeting at 8:40 PM.

Martin – aye  
Moody – aye  
Rice – aye  
Kelly – aye  
Bell - aye

Motion Carried