

Board of Trustees Proceedings
William P. Faust Public Library of Westland
Friday June 12, 2015

A regular meeting of the Board of Trustees for the William P. Faust Public Library of Westland was held on Friday June 12, 2015, at 6123 Central City Parkway, Westland, Michigan.

1. Call to Order and Roll Call.

The meeting was called to order at 5:00 P.M. by Board President Mark Neal.

MEMBERS PRESENT: Mark Neal, Antoinette Martin, Sheri Robinson

MEMBERS ABSENT: Tim Jackson- Excused; Mark Welch-Excused

ALSO PRESENT: Library Director Dr. Sheila Collins,
Library Attorney Michael McNamara.

2. Action on Agenda.

None

3. Citizen's Comments

Margo McCormack spoke on the landscaping near the retaining wall and recommended plantings. The Library Director will meet with her to decide on the type of landscaping plants.

4. Business

a. Approval of minutes from May 13, 2015 regular scheduled meeting.

Motion by Martin, supported by Robinson

RESOLVED to approve May 13, 2015 minutes as presented.

Martin- Aye
Neal- Aye
Robinson- Aye

Motion carried

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b. Approval of minutes from May 13, 2015 special meeting.

Motion by Robinson, supported by Martin

RESOLVED to approve May 13, 2015 special meeting minutes as presented.

Martin- Aye
Neal- Aye
Robinson- Aye

Motion carried

4c. Approval of Bills from May 2014.

Motion by Martin, supported by Robinson

RESOLVED to approve May 2015 bills as presented.

Martin- Aye
Neal- Aye
Robinson- Aye

Motion carried

4d. Friends Space.

The Library Board welcomed representatives from the Friends of the Library who are hoping to have 500 square feet if there is a library expansion. A current draft has approximately 380 square feet for the Friends group. The library expansion is still in a discussion stage and the Board will consider the needs of the Friends group.

4e. HVAC Maintenance Contract.

The Library Director presented bids from contractors that included new companies and companies that are currently doing work at the Library. Witt Mechanical, Inc. is going to be used for mechanical work and inspections on the HVAC system. Automated Business Control Systems, Inc. (ABC) is going to do maintenance and work on the computer controls for the HVAC system.

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4f. Historical Museum.

The Library is in the process of getting copies of newspapers and will contact the head of the Historical Commission to determine if there are other papers that can be copied and kept at the Library relating to African American and minority contributions to the city of Westland.

4g. Garage Addition.

The Library Director and Maintenance Supervisor met with Sidock Architects and a plan was submitted for the garage at the north end of the Library. The plan is inadequate and failed to address plumbing, drains and other essential parts. A part of the garage was not covered and the intent is to cover the entire garage. There are no specifications yet that can be used to bid the work.

4h. Expansion Pipe.

The work for the expansion pipe has been placed for bid and the Library is awaiting the bid opening.

4i. Library Design.

The Library is going to use an architect to cost out the Library design. The Library Director will contact the Westland Purchasing Agent to place a bid for an architect. The Library Board would like an estimate of the cost for expansion.

4j. Security Personnel Renewal.

Motion by Martin, supported by Robinson

RESOLVED to extend the existing security personnel agreement with Whitty Protective Services for three months under the same terms and conditions.

Martin- Aye
Neal- Aye
Robinson- Aye

Motion carried

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5. New Business.

Motion by Martin, supported by Robinson

RESOLVED to increase the compensation for Librarians and Department Heads as discussed at the May 13, 2015 special meeting as of January 1, 2016.

Martin- Aye

Neal- Aye

Robinson- Aye

Motion carried

6. Director's Report.

The Library Director informed the Board of activities at the Library since May 2015 that included the meeting with Library Design team, loss of power at the Library and computer problems, the fire alarm system being replaced and the expansion pipe work going out for bid. A permit will be needed from the city for the expansion pipe work. The Library will look into a backup generator from the city of Westland.

7. Citizen's Comments.

The Friends of the Library would like the Library to accept donations during all the times the Library is open.

8. Board Member Comments.

Antoinette Martin thanked the Friends group representatives for attending the meeting. Sheri Robinson thanked the IT Supervisor Dan for his efforts and working while on vacation when the Library had computer problems.

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9. Next Meeting Topics.

Expansion Pipe
Library Security Contract
Maintenance Contract
Historical Museum follow up
Architect bid
Library Expansion timeline

10. Adjournment

Motion by Martin, supported by Robinson

RESOLVED to adjourn the meeting.

Martin- Aye
Neal- Aye
Robinson- Aye

Motion carried

Meeting adjourned at 5:55 P.M.