

Westland Public Library
Board of Trustee Minutes
Wednesday, October 14, 2015
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 October 14, 2015 at 6123 Central City Parkway, Westland, Michigan 48185

1. Call to Order and Attendance

Meeting called to order at 7:01 P.M. by Mark Neal

Roll Call

MEMBERS PRESENT:

Mark Neal-Board President- Yes

Antoinette Martin-Vice President- Yes

Sheri Robinson-Treasurer- Absent

Delano Hornbuckle-Yes

Mark Welch-Secretary-Absent

STAFF PRESENT:

Dr. Sheila Collins

Sherri West

Diane Mehl

ALSO PRESENT:

Michael McNamara-Library Attorney

2. Action on Agenda

Add approval for Special Study session minutes between items a & b in business.

3. Citizens Comments

4. Business

a. Approval of minutes from September 2015 regular scheduled meeting
(Must be tabled due to lack of voting quorum)

b. Approval of minutes from Special study session scheduled meeting in September
2015
(Must be tabled due to lack of voting quorum)

c. Approval of Bills

Motion to approve bills from September 2015

Motion by: Antoinette Martin

Supported by: Delano Hornbuckle

Mark Neal- Yes

Antoinette Martin-Yes

Delano Hornbuckle- Yes

Motion- Adopted

d. Garage Addition update.

Sidock Architects reviewed all of the bids received by the City of Westland and their final recommendation is the choice of Cross Renovation. With the added cost of the 2nd floor the estimate was \$217,509

Motion to approve Cross Renovation to build the Garage addition not to exceed \$218,000.

Motion: Antoinette Martin

Support: Delano Hornbuckle

Mark Neal- Yes

Antoinette Martin- Yes

Delano Hornbuckle- Yes

Motion- Adopted

e. Expansion Pipe Project

This project is complete and has no problems.

f. Budget transfer update

Mark and Sheila went before Westland City Council to request a budget transfer to cover the added expense of the garage project, employee salaries increase and other non-budgeted line items. Council approved and money will be transferred to the Library account.

g. Library Addition updates.

Sheila presented letters from Cieslak and Library Design with quotes on the cost of a full plan of interior work and expense of that end of the project. The board feels they need more information on each of these proposals before making any decisions at this time.

h. Directors Leave Request

Sheila Collins sent a letter to the Library Board requesting 1 added week of vacation for this year. She states that due to not receiving a raise and the Library running so successfully she would like to take some extra time to visit her family out of state.

Motion: Antoinette Martin

Support: Delano Hornbuckle

Mark Neal- Yes

Antoinette Martin- Yes

Delano Hornbuckle- Yes

Motion- Carried

5. New Business

6. Director's Report

Sheila Collins, the Library Director gave a verbal report from her written report submitted to the Library Board for approval.

Topics highlighted were: 51 programs with 1,107 attending, Melcat served 1144 items, circulation served 36,372 items. All of this considering our 3 weeks of early closures and closed weekends. We will have 2 bed bug heaters and 2 complete computers available for leasing out to the Library at the Jefferson Barns center.

7. Citizens Comments

Diane shared that Friends had a very successful sale even due to the Saturday closure due to the expansion pipe project closure. Also the Friends of the Library have voted to contribute in the purchase of Evanced which is an online schedule system. The public will then be allowed to sign up online and register for programs. Also it will generate email reminders. They are contributing \$2,500 towards this purchase.

8. Board Member Comments

Antoinette Martin and Mark Neal welcomed the new Library Board member Delano Hornbuckle and thanked Tim Jackson for his time served on the Library Board.

9. Next Meeting Topics

Garage Addition
Two meetings (tabled)
Budget update
Library Addition

10. Adjournment

RESOLVED, to adjourn meeting at 7:35 P.M.

Motion by: Antoinette Martin

Supported by: Delano Hornbuckle

Mark Neal-Board President- Yes

Antoinette Martin-Vice President- Yes

Delano Hornbuckle- Yes

Motion- Adopted