Westland Public Library
Board of Trustee Minutes
Wednesday, January 10, 2018
Library Board Room

A regular meeting of the Board of Trustees of the William P. Faust Public Library of Westland, Michigan was held on Wednesday, January 10, 2018 at 6123 Central City Parkway, Westland, Michigan 48185

1. Call to Order and Attendance
    Meeting called to order at 7:00 P.M.by James Higgins
    Roll Call   MEMBERS PRESENT:
                     James Higgins-President-Yes
                     Gayle Nicholson-Vice President- Yes
                     Kathryn Sample-Treasurer- Yes
                     Gary Chappel- Yes
                     Julie Laliberte- Yes

                     STAFF PRESENT:
                     Sherri West-Administrative Manager

                     ALSO PRESENT:
                     Michael McNamara-Library Attorney

2. Action on Agenda
    Motion to add Richard LeBlanc, City Clerk and Lynn Hagmann, secretary of the friends of the Library onto New Business items a & b.
    Motion: Gayle Nicholson
    Support: Gary Chappell
                     James Higgins-President-Yes
                     Gayle Nicholson-Vice President- Yes
                     Kathryn Sample-Treasurer- Yes
                     Gary Chappel- Yes
                     Julie Laliberte- Yes

        Motion: Approved

3. <u>Citizens Comments on Agenda Items only:</u>

4. <u>Business</u>
   a. The Westland City Clerk Richard LeBlanc explained the City of Westland was losing a couple voting precincts due to a school closure in Livonia used by Westland residents. The Westland voting committee is requesting permission to use the Westland Library Community rooms for a polling center. This would involve paid holidays to the Library staff on those days. He will send a letter of request to the board before the next meeting so they can approve the usage of the library.

   b. Lynn Hagmann the secretary to the Friends of the Library came to give the Library Board an update on the activity of the group. She announcedbook sale dates and explained they were going to Jefferson Barnes net week to purge items long held and non-saleable.

   c. <u>Approval of minutes of the Meeting, December, 2017</u>
   RESOLVED, to approve the minutes of the December 2017 regular board meeting as submitted.
   Motion by: Gary Chappell
   Supported by: Julie Laliberte
   >   James Higgins-President-Yes
   >   Gayle Nicholson-Vice President- Yes
   >   Kathryn Sample-Treasurer- Yes
   >   Gary Chappel- Yes
   >   Julie Laliberte- Yes

   >   Motion Adopted

   d. <u>Approval of Bills from December 2017</u>
   Motion to approve bills as submitted.
   Motion by: Kathryn Sample
   Supported by: Gary Chappell
   James Higgins-President-Yes
   >   Gayle Nicholson-Vice President- Yes
   >   Kathryn Sample-Treasurer- Yes
   >   Gary Chappel- Yes
   >   Julie Laliberte- Yes
   >   Motion: Approved

e. Update on Director Search

   James explained for those in attendance that the board had met with Bradbury Miller and they were working up the job post at this time. Discussion on salary range and agreed to remain at a starting range of $70,000 to $90,000.

f. Review budget transfers

   A motion to approve a budget transfer proposed by aaAdministrative Manage Sherri West.

   Motion: Gary Chappell

   Support: Julie Laliberte

   James Higgins-President-Yes

   Gayle Nicholson-Vice President- Yes

   Kathryn Sample-Treasurer- Yes

   Gary Chappel- Yes

   Julie Laliberte- Yes

   Motion Approved

5. New Business

6. Director's Report

   Sherri West the Administrative Manager shared her written report and updated the board about concerns for the Library's back up battery system, the batteries have begun to fail and are bulging. Ed Rybski the maintenance employee is meeting with an electrician on Friday to discuss replacement cost and etc. The Library board would like the library to look into the possibility and the cost of a backup generator.

7. Citizens Comments in General

8. Board Member Comments

   James Higgins wanted to Thank Gayle Nicholson for stepping up and taking charge at the December 2017 Library board meeting.

9. <u>Next meeting topics</u>
    - Voting precinct decision
    - Change of date for March Library Board Meeting
    - Update of Director search
    - Friends of the Library

10. <u>Adjournment</u>
    RESOLVED, to adjourn meeting at 7:38 P.M.
    Motion by: Gary Chappell
    Supported by: Gayle Nicholson
    James Higgins-President-Yes
                Gayle Nicholson-Vice President- Yes
                Kathryn Sample-Treasurer- Yes
                Gary Chappel- Yes
                Julie Laliberte- Yes
            Motion Approved