

## Fowlerville District Library Board of Trustees Minutes

July 28, 2021 6:30 pm

- I. Call to Order: Meeting was called to order by Landek-Salgado at 6:32 p.m.
- II. Roll Call: Kernozek- absent, Woods- present, Smith- Present, D. Cornett-absent, Swain-Kuch-present, Ridenour-present, Landek-Salgado-present.
- III. Approval of agenda:
  - a. A motion to approve the agenda was made by Ridenour and 2<sup>nd</sup> by Woods. All were in favor. Motion passes.
- IV. Call to the public:
  - a. no one spoke during the call to the public.
- V. Approval of June 23, 2021 minutes
  - a. A motion to approve the June 23, 2021 minutes as amended was made by Swain-Kuch and 2<sup>nd</sup> by Smith. All were in favor. Motion passes.
- VI. Financial Report
  - a. A motion was made by Swain-Kuch to approve an additional \$16,991.86 for the June 23, 2021 board meeting summary of bills and was seconded by Smith. All were in favor. Motion passes.
    - i. The amount of \$16,991.86 is for a payroll period that occurred after the board meeting on June 23,2021.
  - b. Motion was made by Smith to approve the July 28, 2021 bills in the amount of \$49,513.91 and was 2<sup>nd</sup> by Woods. All were in favor. Motion passes.
- VII. Library Directors Report
  - a. Circulation is up 62% and several new library cards have been obtained by patrons. Program attendance has increased. Fair week was this week, and the library was there selling books and interacting with the children with a sticker mosaic project. The 300 policies and the job descriptions have been redone to reflect the changes requested by the Board. TLN is expected to be here to install the new firewall and set up office 365 this should be done by August 9, 2021.
    - i. Swain-Kuch made mention of the Board helping at the Fowlerville Family Fair, Director Peters said she did not think that was a good idea, as she believes the staff should be the ones working the fair as they are the face of the library.
    - ii. Woods asked about library cards and how often the cards are renewed and Director Peters stated the new policy will be every 5 years, but currently the cards are renewed every 2 years.
    - iii. A motion was made by Swain-Kuch to waive the replacement card fee during fair week, 2<sup>nd</sup> by Woods. All in favor. Motion passes.
- VIII. Committee Reports
  - a. Survey Committee, drawing and thank you:

- i. Swain-Kuch will give Director Peters a list of small local business that the gift cards will be useable at.
      - b. Sign Committee
        - i. Swain-Kuch would like to check on the regulations Fowlerville has on signs, since the last time the sign was put in things may have changed.
      - c. Barn Committee, J. Rajala Construction quotes.
        - i. There will be no follow up with Rajala on his possible plans for the barn.
        - ii. Woods made a motion to table the barn project, motion was 2<sup>nd</sup> by Smith. All were in favor. Motion passes.
        - iii. Swain-Kuch made mention that Anthony Kuch (A local Project manager with a restoration company, as well as a licensed builder) will consult with Director Peters and members of the Board on both proposals the board has received and let the board know if the numbers are fair. Mr. Kuch will also be doing a perimeter walk with Ridenour, Landek-Salgado, and Director Peters to give an opinion on any possible next steps of repairs the building/foundation may need.
      - d. Strategic planning
        - i. Landek-Salgado made a motion to prioritize the construction projects: youth area (up to age 12) first, teen-hang out and study rooms come second, green space and barn come 3<sup>rd</sup>, makers space is 4<sup>th</sup>. 2<sup>nd</sup> by Woods. All were in favor. Motion passes.
- IX. Old Business
  - a. Auditor Selection
    - i. Woods gave a presentation on the auditor search she has been conducting. There was also mention that our auditor has been Bredernitz, Wagner and Co. since 2006.
    - ii. Woods made a motion to go with Maner Costerisan for 3 years and 2<sup>nd</sup> by Ridenour. Yay: Woods, Smith, Ridenour, Landek-Salgado. Swain-Kuch sustained due to conflict of interest with her own company, as this is the same auditor that her company uses. Motion passes.
- X. New Business
  - a. Directors Evaluation
    - i. Director Peters requested a closed session
    - ii. Landek-Salgado moved that the Board meet in closed session under section 8(a) of the OMA to consider the periodic personnel evaluation of Director Peters. 2<sup>nd</sup> by Smith. All in Favor. Motion Passes.
    - iii. The Public left the meeting room and the Board moved to Closed Session.
      - 1. Open meeting resumed at 9:20 pm
      - 2. Motion by Smith 2<sup>nd</sup> by Woods to meet on August 4, 2021 at 6:30 pm without pay to further discuss Director Peters evaluation. All in favor. Motion passes.

XI. Adjournment

- a. Motion to adjourn the July 28, 2021 Board of Trustee's meeting at 9:22 pm was made by Ridenour and 2<sup>nd</sup> by Smith. All were in favor. Motion passes.

## Next Board Meeting

August 4, 2021 at 6:30pm