

Fowlerville District Library Board of Trustees Minutes

February 24, 2021 6:30pm Zoom Meeting

- I. **Call to order-** 6:30pm meeting was called to order by Landek-Salgado via zoom.
- II. **Roll Call-** Landek-Salgado, Ridenour, Woods, Kernozek, Smith, D.Cornett, Swain-Kuch
Staff: Director- Ellen Peters, Recording Secretary- Mary Hudson Administrative
Coordinator- Jennifer K.
- III. **Opening Remarks-** Landek-Salgado gave the opening remarks. This meeting is being held electronically in compliance with the State Order due to the pandemic.
- IV. **Approval of Agenda-** Agenda item "F" to be added to new business. D. Cornett made a motion to approve the amended agenda, Wood's 2nd the motion. Roll call Landek-Salgado-yes Ridenour-yes Smith-yes Kernozek-yes Woods- Yes D. Cornett-yes Swain-Kuch-yes
- V. **Call to the public-** Mark Ridenour made a call to the public stating that he was offend by the remarks that were made by Trustee Swain-Kuch at the January 26,2021 meeting and asked that she be censured. Mark Ridenour made a request that his letter be recorded into the minutes in its entirety.
- VI. **Approval of Minutes-**
 - a. Ridenour made a motion to approve the January 26,2021 minutes, 2nd by Smith. Roll call Landek-Salgado-yes Ridenour-yes Woods-yes Kernozek-yes Smith-yes D. Cornett-yes Swain-Kuch-pass
D. Cornett made a comment about not thinking the minutes should be posted online until they have been approved. Ridenour mentioned that OMA states that the minutes must be posted where is it convenient for the public to view. Smith asked if anyone has been confused about the minutes being posted and changed once approved, D. Cornett said he was worried about the minutes being "gospel" after being posted. It was then proposed that minutes can be posted on the Fowlerville District Library website, recognizing that changes can be proposed, but must be as transparent as possible.

Financial Report-

b. Approval of bills:

- i. Jennifer K. explained the credit card chargers are higher this month for purchases of "library of things" and hanging file and cabinet for the Boards purpose. The Board requested that the cabinet and wire file holder be included as a line item under "equipment and furnishings" in the accounting records opposed to a "Board stipends/travel/education" expenses.
- ii. Plumber came and fixed the sink and other repairs from the toilet back up.
- iii. Ridenour questioned the Dollar Tree Receipt and asked for clarification on the \$16 spent on wire frames for wreath, but bill is for \$27. Ridenour

would like to know what else was purchased. Jennifer K. will send email of what all was purchased.

- iv. Repairs were made on furnace after it went out. It had been determined that a part on the furnace was overheating. The repair man suggested monthly furnace filter changes. Director Ellen will see that the filter changes are done. Director Ellen also stated that the repairman mentioned a return duct problem that is not urgent to repair but may make furnace more inefficient.
- v. Board questioned raises given at an excess of 14.63% to a few staff members. 2.5% was the raise amount approved by the board, but was not spread evenly amongst the staff members, some receiving more than the 2.5% and others not receiving a raise at all. Jen K. mentioned they did not know that the raises were not to exceed the 2.5% and thought that was just a base amount, and that interim Director based raises off of merit within the parameter given. Landek-Salgado suggest this may be cause for possible disciplinary action. Wood's made a motion to allow the employees to keep their raises given by the interim Director in excess of 2.5%, motioned was seconded by Ridenour. Roll call. Landek-Salgado-yes Ridenour-yes Smith-yes Kernozek-yes Woods-yes D. Cornett-yes Swain-Kuch-yes. An agreement to have a special meeting to be held on March 3,2021 at 6:30pm without Board pay to discuss possible disciplinary action on the pay raises was done by Landek-Salgado and seconded by Smith. Roll call. Landek-Salgado-yes Ridenour-yes Smith-yes Kernozek-yes Woods-yes D. Cornett-yes Swain-Kuch-yes. Woods made a motion to approve the bills int eh amount of \$48622.84. Seconded by Ridenour. Roll call. Landek-Salgado-yes Ridenour-yes Smith-yes Kernozek-yes Woods-yes D. Cornett-yes Swain-Kuch-yes

VII. Library Directors Report-

- a. Director Ellen Peters requests that the board meet in private to discuss any employee disciplinary action, but vote be done in public.
- b. A new company has been selected to redo the Fowlerville District Library website, and Director Peters is currently searching for a new logo.
- c. If approved the "Library of Things" will be ready for check out.
- d. The new Public Services Librarian opening has received 40 applications. Director Peters had narrowed them down to 5, more qualified applicants are sending in resumes, Ridenour and Smith will help with the interview process.

VIII. Committee Reports:

- a. A motion was made by Woods to approve the final version of the Cafeteria plan, motion was seconded by Kernozek. Call Landek-Salgado-yes Ridenour-yes Smith-yes Kernozek-yes Woods-yes D. Cornett-yes Swain-Kuch-pass

- b. Displays and Exhibits policy 609 was updated by Director Peters. The policy now states that the library has the right to reject displays, and the library is not responsible for loss or damage of items, Director Peters will give the approval for exhibits. Displays will be changed every 30 days, may be longer at Director Peters discretion. Board brought up getting updates on what exhibits from Director Peters so that a vote is not needed for each exhibit. Landek-Salgado made a motion to approve Policy 609 as amended, motion was 2nd by Kernozek. Roll call was all in favor.

IX. New Business

- a. FOIA Policy motion to approve by Smith seconded by Woods. Roll call was all in favor.
- b. Library of Things policy 510 the check out times and replacement costs of items will vary and will depend on Funder's requirements. Example that was given was hotspots being out for 1 week. Motion was made by Ridenour to adopt Policy 510 and replace Policies 510 and 510.1, this motion was 2nd by D. Cornett. Roll call was for all in favor.
- c. Nonscheduled closings: Policy 210 needed to be reviewed a motion was made that the "rule of thumb" rule be removed, and that the library can have a delayed open or full day closer at the directors discretion, for the public to have access to resources. Motion was made by Landek-Salgado and seconded by D. Cornett. Roll call was for all in favor.
 - i. Motion was made to give 3 "act of god days" if the library closes for nonscheduled closings, then employees must use PTO, vacation pay or allow for flex scheduling moving forward. Motion was 1st by Woods and 2nd by Swain-Kuch. Roll call Landek-Salgado-yes Ridenour-yes Woods-yes Kernozek-yes Smith-yes D. Cornett-no Swain-Kush-yes
- d. Committees
 - i. Survey committee- Swain-Kush and Kernozek will be in this committee working with Director Peters to form surveys for the community about what they would like to see at the library. Other board members will give input.
 - ii. Strategic planning committee- Ridenour, Woods and Landek-Salgado will be in this committee.
 - iii. Smith and Ridenour will be helping Director Peters conduct interviews.
- e. Landek-Salgado proposed continuing education videos for the board to watch the last 10-15 minutes if the board meeting, Wood and D. Cornett agreed.
- f. Director Peters explained the EAP (Employee Assistance Program). The EAP offers 6 free counselling sessions per year, pertaining to finances, children, relationships, substance abuse etc. This option is being offered to Library's in the area thru the "Library Network" at a discounted rate of \$1.20 per staff member per month averaging out to be \$13.20 a month for all staff members.

This program would include the employee's family members. The program would start in April, Director Peters was going to check to see if the Board of Trustees could be added to the EAP as well. Motion to approve the EAP was made by Landek-Salgado and 2nd by Woods. D. Cornett had some concerns and asked for the motion to be tabled until the March meeting.

- i. Correction on amount of free counseling sessions. The number of free sessions is 5 not 6 as stated in the meeting.

X. Adjournment: a motion to adjourn the meeting was made by Ridenour and 2nd by Woods. All in favor of adjournment.

Next Meeting.

March 24, 2021 at 6:30pm

To the FDL Board of Trustees,

The Jan 2021 Board Meeting was the first official meeting for the 2 new board members and I was appalled by the behavior of Meghan Swain-Kuch. During the meeting she repeatedly attacked several board members every chance she had. Meghan was extremely rude and made snide comments constantly. I'm not sure what her agenda is for being on the board, but judging from her disruptive behavior and contempt for the board it doesn't seem like she has the best interest of the community or library in mind. As a fellow Rotarian I find her behavior extremely unprofessional and embarrassing and not what we stand for.

I am a veteran of the US Navy and know what service to my country and community means.

I worked 60+ hours a week as a Toolmaker and still made time to be an active member of this community for 29 years.

I have volunteered my time and labor at the library. So imagine my surprise, after she attacked several board members Meghan Swain-Kuch then tried to slander my good name and standing in this community with her opinion on what she thought was going on rather than asking, then used hearsay and misinformation to justify the attack.

Meghan Kuch does not know me. She had no idea why I was at the library and did not bother to ask why I was there before she made unsubstantiated accusations with information derived from a disgruntled former employee and longtime friend.

To address Cornett about my volunteering at Library to be a conflict

Let me explain to you what conflict of interest means.

*It is not appropriate for a Board Member to profit from their relationship with the Library.

Ex. 1. A Board Member selling books to the library.

2. A Board Member spouse getting paid to do handyman work at the Library

3. Nepotism

4. Having the Interim Director state at a meeting that "She told her spouse he had to put his quote for grounds maintenance at the Library under a fake name so the Board would not know who he is.

I request that this letter be treated as a formal complaint against FDL Trustee Meghan Swain-Kuch and recorded into the minutes in its entirety.

I also request that the Board censure Trustee Kuch so that she understands that her behavior against Trustees and patrons will not be tolerated.

Respectfully submitted by,

Mark Ridenour