

**Farmington Community Library Board of Trustees
Board Meeting - 6:00 p.m. - September 12, 2024**

Board Members Present: McClellan, Muthukuda, Brown, White, Snodgrass, Murphy, Doby,
one vacant seat

Board Members Absent: None

Staff Members Present: Siegrist, Baker, Showich-Gallup, Peterson

Staff Members Absent: None

CALL TO ORDER

The Regular Board Meeting was called to order at 6:00 by President Ernie McClellan.

APPROVAL OF AGENDA

MOTION by Doby to approve the Agenda for the September 12, 2024, Board meeting was supported by Brown.

Vote: Aye: All in favor (7-0)

Opposed: None

Motion passed.

APPROVAL OF MINUTES

MOTION by Snodgrass to approve the Minutes of the Regular Board Meeting held August 8, 2024, was supported by Muthukuda, adding "2024" to description of operating bills (amendment by Brown).

Vote: Aye: All in favor

Opposed: None

Motion passed.

TREASURER'S REPORT

MOTION by Brown to approve paying August 2024 operating bills totaling \$437,902.64 was supported by Murphy.

Vote: Aye: All in favor

Opposed: None

Motion passed.

MOTION by Brown to receive and file the August 2024 financial reports was supported by White.

Vote: Aye: All in favor

Opposed: None

Motion passed.

FRIENDS' REPORT (S. Charlesbois)

- A candidate for the Friends Board will be interviewed week of September 16. Anyone interested in Friends Board positions may contact Friends through the FCL website. Friends board members are involved in fundraising and coordinating of volunteers.
- Library Friends Week is October 20-26.
- The Fall Book Sale will be held October 18-20. To volunteer, use Friends contact on website.
- Author Viola Shipman will visit FCL on October 21. Attendees, either in-person OR online, must register.

LIBRARY DIRECTOR'S REPORT (K. Siegrist)

- Library Extravaganza to be held on September 15.
- FCL Town Hall (held August 21) was recorded. It can be viewed on Millage Facts page of the FCL website.
- 24/7 Hold Pickup Lockers are anticipated to be ready for use by mid September.
- September is Library Card Month and FCL will once again hold a card design contest.
- Training for Overdose Rescue (use of Narcan) will be available on September 26.
- October meeting of the FCL Board of Trustees will be held at Farmington branch (October 10).

Presentation on The Library Network (TLN) - J. Baker

UNFINISHED BUSINESS

New meeting room policy

MOTION by Doby to approve the new meeting room policy was supported by Brown.

Vote: Aye: All in favor

Opposed: None

Motion passed.

SUBCOMMITTEE UPDATES

Finance (K. Brown)

- Transfer of \$4,000,000 to MiClass was completed on August 20. August interest from MiClass is \$27,692.45. MiClass interest earned in calendar year 2024 is \$110,562.95.

Personnel (D. Muthukuda)

- Evaluation of the Director has been completed. Overall average score on evaluations completed by trustees was over 4 (out of 5). Personnel Committee and Director will meet to discuss details of evaluation and future goals.

Master Plan

**Farmington Community Library Board of Trustees
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- No report

NEW BUSINESS

2025 holiday closures

MOTION by Doby to approve the 2025 holiday closure schedule was supported by Muthukuda.

Vote: Aye: All in favor

Opposed: None

Motion passed.

New meeting room policy

See Unfinished Business. Item was listed twice.

CORRESPONDENCE

None

PUBLIC COMMENT

M. Leedom - thank you for assistance with notifications. Comments about women's restrooms as well as chairs and headphones in computer area.

TRUSTEE COMMENT

E. McClellan - millage campaign is moving along. Meetings have been held or arranged with Farmington Area Republicans and Farmington Farmington Hills Democrats.

D. Muthukuda - educational presentations such as one given on TLN are helpful. E. McClellan - information needs of trustees will be one subject of upcoming retreat.

ADJOURNMENT

The Board meeting was adjourned by President McClellan at (roughly) 7:50. The next meeting of the Library Board is scheduled for Thursday, October 10, at 6:00 pm at Downtown Farmington branch.

Respectfully Submitted,

Jim White, Secretary
Library Board of Trustees