

**Farmington Community Library Board of Trustees**  
**Board Meeting, 6:00 p.m. - June 12, 2025**  
Approved 07/11/2025

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**Board Members Present:** McClellan, Muthukuda, Brown, Murphy, White, Snodgrass, Doby, Snead

**Board Members Absent:** None

**Staff Members Present:** Siegrist, Baker, Showich-Gallup, Peterson, Węgrzynowicz, Luckins, Johnson

**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 Murphy to approve the Agenda for the June 12, 2025 Board meeting was supported by Brown.

**Vote: Aye: All in favor (8-0)**

**Opposed: None**

**Motion passed.**

**PUBLIC COMMENT**

None

**APPROVAL OF MINUTES**

**MOTION** by White to approve the Minutes of the Regular Board Meetings held May 8, 2025, was supported by Muthukuda.

**Vote: Aye: All in favor**

**Opposed: None**

**Motion passed.**

**TREASURER'S REPORT** (K. Brown)

**MOTION** by Brown to approve paying April 2025 operating bills totaling \$489,314.61 was supported by Snead.

**Vote: Aye: All in favor**

**Opposed: None**

**Motion passed.**

**MOTION** by Brown to approve paying May 2025 operating bills totaling \$921,993.21 was supported by Snead.

**Vote: Aye: All in favor**

**Opposed: None**

**Motion passed.**

Note: Larger than normal monthly amount includes partial payment for Twelve Mile roof replacement.

**MOTION** by Brown to receive and file April 2025 financial reports was supported by Muthukuda.

**Vote: Aye: All in favor**

**Opposed: None**

**Motion passed.**

**MOTION** by Brown to receive and file May 2025 financial reports was supported by Doby.

**Vote: Aye: All in favor**

**Opposed: None**

**Motion passed.**

#### **FRIENDS' REPORT** (K. Siegrist)

- Gala has received positive feedback, especially for entertainment.
- Friends Board will meet again in September.
- Book Sale will occur in July.

#### **LIBRARY DIRECTOR'S REPORT** (K. Siegrist)

- More than 2,000 people have signed up for Summer Reading since June 1. Participate in the Summer Reading Crossword by looking for clues in downtown Farmington businesses.
- First Summer Food Truck Tuesday will occur (in the evening) June 17.
- City of Farmington Hills highlighted FCL's Alphabet Soup teen group in its proclamation for Pride Month.
- FCL will provide Story Hour for the Farmington AME Church's Juneteenth Celebration.
- It is now possible to renew expired library cards automatically, and it is also possible to issue instant digital library cards. Both capabilities are through Patron Point software.
- FCL is closer than ever to reaching ONE MILLION circulations per year. The deadline for this year is June 30.

**Staff Introduction** - Laura Luckins and Elizabeth Johnson, both of Patron Services

#### **SUBCOMMITTEE UPDATES**

**Personnel** (D. Muthukuda)

- Director Search

**MOTION** by Muthukuda to approve updated Job Description for Director and Job Posting for Director was supported by Murphy.

**Vote: Aye: All in favor**

**Opposed: None**

**Motion passed.**

#### Facilities (S. Snodgrass)

- New roof at Twelve Mile is 90 percent complete.
- Elevator work: under New Business.
- Meeting with Ford Motor Co. to discuss EV charging stations occurred.
- The next Committee meeting will be July 3.

#### Finance (K. Brown)

- Committee is investigating ideas for ways that the community can support the library through donations.
- Committee is reviewing Finance policies.

#### **UNFINISHED BUSINESS**

- FY 2025-2026 Budget

**MOTION** by Brown to approve the budget of \$11,487,806 for fiscal year 2025-2026 was supported by White.

**Vote: Aye: All in favor**

**Opposed: None**

**Motion passed.**

#### **NEW BUSINESS**

- Budget Amendment

**MOTION** by Brown to amend the 2024-2025 budget by adding \$34,070 to Revenues and \$174,500 to Expenditures [bringing total budget to \$8,540,431] was supported by Murphy.

**Vote: Aye: All in favor**

**Opposed: None**

**Motion passed.**

- ADA Compliance Policy

**MOTION** by Doby to approve ADA Compliance Policy was supported by Brown.

**Vote: Aye: All in favor**

**Opposed: None**

**Motion passed.**

- Core Values

**MOTION** by Doby to receive and accept the External Core Values for FCL was supported by Snead.

**Vote: Aye: All in favor**

**Opposed: None**

**Motion passed.**

- Elevator Work

P. Węgrzynowicz reported that elevator at Liberty St. will be out of code under rules taking effect in 2028. Bids for work and his recommendation were presented. No motion.

- Board officer elections

Officers for 2025-2026, all elected by acclimation:

President: Ernie McClellan

Vice President: Dilhara Muthukuda

Treasurer: Kathie Brown

Secretary: Jim White

### **CORRESPONDENCE**

None

### **PUBLIC COMMENT**

Dr. Sophie: renewed request for program about history of situation in Gaza.

Stacey K.: need for program regarding situation in Gaza.

Jenny T.: Gaza program provides needed access to information.

Allan A.: need for program regarding situation in Gaza.

### **TRUSTEE COMMENT**

- J. White tried to summarize conversations that Director Siegrist has had regarding possible program regarding Gaza and Palestinians.

### **ADJOURNMENT**

The Board meeting was adjourned by President McClellan. The next meeting of the Library Board is scheduled for Thursday, July 10, 2025, at 6:00 pm.

Respectfully Submitted,

Jim White, Secretary

Library Board of Trustees