

**Farmington Community Library Board of Trustees
Board Meeting, 6:00 p.m. - November 13, 2025
Draft**

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

Board Members Absent: None

Staff Members Present: Siegrist, Showich-Gallup, Peterson, Sa. Koponen, St. Koponen

Staff Members Absent: Baker

CALL TO ORDER

The Regular Board Meeting was called to order at 6:01 by President McClellan.

APPROVAL OF AGENDA

MOTION by Doby to approve the Agenda for the November 13, 2025 Board meeting adding "Changes to Financial Accounts" under Treasurer's Report and removing "Audit presentation" was supported by White.

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 Meeting held October 9, 2025, was supported by Brown.

Vote: Aye: All in favor

Opposed: None

Motion passed.

TREASURER'S REPORT

MOTION by Brown to approve paying October 2025 operating bills totaling \$436,179.18 was supported by Muthukuda.

Vote: Aye: All in favor

Opposed: None

Motion passed.

MOTION by Brown to receive and file October 2025 financial reports was supported by White.

Vote: Aye: All in favor

Opposed: None

Motion passed.

K. Brown:

- Year to date interest earned from Michigan Class is \$458,022.13.
- Preparations are being made to add Sasha Matthews as a signatory on accounts when she becomes Director.

FRIENDS' REPORT (S. Charlesbois)

- Friends are contributing \$60,000.00, to be used for such things as Battle of the Books, 1000 Books Before Kindergarten, Summer Reading as well as an incubator for new ideas.
- Giving Tuesday will focus on Library of Things and vinyl collection.
- October book sale brought in roughly \$5,000.
- Katherine Center author event was a great success.
- Membership letter going out soon.

LIBRARY DIRECTOR'S REPORT (K. Siegrist)

- A celebration will be held on Sunday, December 7 (2-4 pm) in the Liberty Street building to mark 50 years of service at that location. Drawings of the anticipated Phase One renovations will be on display.
- FCL chosen as the Large Business of the Year by the Greater Farmington Area Chamber of Commerce.
- FCL is switching vending companies for food / drink. New machines to be installed soon.
- Staff have been out in the community at several seasonal celebrations.
- Staff Day on November 11 included state-of-the-library presentations and active shooter training.
- Both branches will close at 3:00 pm Wednesday, November 26 for Thanksgiving and reopen at 10:00 am Friday, November 28.
- The December board meeting will be held at Liberty Street.
- Staff highlight: Sandi Koponen (Children's) and Steve Koponen (Patron Services).

SUBCOMMITTEE UPDATES

Personnel (D. Muthukuda)

- Sasha Matthews will start at FCL on December 1.
- Committee has worked on evaluation tool for the new director and will definitely be taking December off.

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Facilities (S. Snodgrass)

- Topics discussed November 6 included furniture replacement cycles, status of Abitibi containers in Twelve Mile parking lot, and landscaping plans.
- The next Committee meeting will be December 4.

Finance (K. Brown)

- Working on planned giving, naming rights for large donations. ~~Unfinished Business~~
~~None~~

UNFINISHED BUSINESS

None

NEW BUSINESS

2026 Employee Health Insurance Plan

MOTION by Muthukuda to join the Western Michigan Health Insurance Pool [along with the city of Farmington Hills] was supported by Brown.

Vote: Aye: All in favor

Opposed: None

Motion passed.

CORRESPONDENCE

- C. Streeter, critical of personal email sent by staff member.

PUBLIC COMMENT

None

TRUSTEE COMMENT

- R. Murphy would like board members to take new director S. Matthews to lunch on December 1.
- General: A celebration (community invited) of S. Matthews joining FCL and of K. Siegrist's retirement will be held January 6, 2026.

ADJOURNMENT

The Board meeting was adjourned by President McClellan at 7:09. The next meeting of the Library Board is scheduled for Thursday, December 11, 2025, at 6:00 pm at Liberty Street.

Respectfully Submitted,

Jim White, Secretary
Library Board of Trustees