

Farmington Community Library Board of Trustees
Study Session - 5:00 p.m. - January 9, 2025
Board Meeting - 6:00 p.m.

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

Board Members Absent: None

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

Staff Members Absent: None

CALL TO ORDER

The Study Session was called to order at 5:07 by President Ernie McClellan.

MASTER PLAN DISCUSSION

ADJOURNMENT

The Study Session was adjourned by President McClellan at 6:00.

Regular Meeting

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

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 6:05 by President Ernie McClellan.

APPROVAL OF AGENDA

MOTION by White to approve the Agenda for the January 9, 2025 Board meeting, adding the item of swearing in a new board member, was supported by Brown.

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

Opposed: None

Motion passed.

SWEARING-IN

Dr. Steven Snead, of Farmington, is sworn in as a member of the Farmington Community Library Board of Trustees. All eight board seats are now filled.

APPROVAL OF MINUTES

MOTION by White to approve the Minutes of the Regular Board Meeting held December 12, 2024, was supported by Muthukuda.

Vote: Aye: All in favor

Opposed: None

Motion passed.

TREASURER'S REPORT

MOTION by Brown to approve paying December 2024 operating bills totaling \$395,172.05 was supported by Doby.

Vote: Aye: All in favor

Opposed: None

Motion passed.

MOTION by Brown to receive and file the December 2024 financial reports was supported by Muthukuda.

Vote: Aye: All in favor

Opposed: None

Motion passed.

FRIENDS' REPORT (S. Charlesbois)

- Oscar Shorts cannot return this year, due to several factors.
- Friends Board is considering a cities-wide postcard mailing.

- Fall Author will be Kiley Reid (novels include *Such a Fun Age* and *Come and Get It*). Date to be announced.

LIBRARY DIRECTOR'S REPORT (K. Siegrist)

- Thank-yous received from Bosch (for ongoing relationship with FCL) and from the Optimists (for a donation made by the Friends).
- Sona Avedikian, FCL graphic designer, illustrated the picture book *Lost Words: An Armenian Story of Survival and Hope*. The book was named one of the Best Books for Kids for 2024 by the New York Public Library.
- Sherri Vaughn, FCL librarian and grant expert, has obtained a \$5,000 sponsorship from T-Mobile to support the Summer Reading Program.
- Artwork from Farmington Public Schools PTA's Reflections Contest winners is on display at Twelve Mile through February 13.
- Both buildings will undergo an ADA Compliance Review with the Eastern Michigan Disability Network.

- The annual mingle and grab-a-bagel event with the Farmington Chamber of Commerce will be held April 13.
- Sarah Zitter, FCL Marketing Director, is tracking programs by attendance as well as by number of views to help staff better understand which programs generate interest as well as attendance.

UNFINISHED BUSINESS

Tax Capture

No motion. (Topic will return in February, after S. Snodgrass and E. McClellan obtain final legal input.)

SUBCOMMITTEE UPDATES

Finance (K. Brown)

- Treasurer Brown highlights amounts in MI Class accounts – listed in monthly financial reports.

Facilities (S. Snodgrass)

- Summary of January 2 committee meeting:
- S. Zitter will bring updated information on outdoor digital sign to board again at February meeting.
- New night cleaners started on January 2.
- Rocks in parking lot islands will be augmented in spring.
- Next Facilities meeting will be February 6.

MOTION by Snodgrass to approve the Master Plan created by MCD as a working vision for FCL was supported by Brown.

Vote: Aye: All in favor

Opposed: None

Motion passed.

Personnel (D. Muthukuda)

- Committee will meet with K. Siegrist on January 23 to discuss the director's evaluation.
- Comparing to other libraries, FCL's hours and holiday closures are in line with surrounding communities.

MOTION by Muthukuda to set the FCL minimum wage at \$12.48 to align with the State of Michigan was approved by Doby.

Vote: Aye: All in favor

Opposed: None

Motion passed.

MOTION by Muthukuda to update paid leave policies for full-time and part-time employees as well as for shelvers / aides / substitutes in order to align with the Michigan Paid Leave Act was supported by Brown.

Vote: Aye: All in favor

Opposed: None

Motion passed.

New business

None

CORRESPONDENCE

None

PUBLIC COMMENT

H. Missaghi, Farmington Hills: please consider staying open later, on holidays. Also, please avoid using "old" for describing patrons of more maturity.

M. Showich-Gallup: thank you for valuing relationship with DDA and not changing the amount of tax capture.

TRUSTEE COMMENT

S. Snodgrass: how do patrons like the outdoor lockers? (Report will be coming.)

C. Doby: Thank you again to K. Siegrist and M. Showich-Gallup for help with Farmington Elks Warm Welcome event. Thank you to board members who judged Elks scholarship essays.

S. Snead: board might consider when on agenda Public Comment should occur.

E. McClellan: K. Siegrist and EM have talked about possibly opening a portion of the library on closed days, or finding ways to provide service outside of hours. Lockers are a part of this. Please come to MLK Day activities (all weekend). EM acknowledges National Day of Mourning for President Jimmy Carter.

ADJOURNMENT

The Board meeting was adjourned by President McClellan at 7:43. The next meeting of the Library Board is scheduled for Thursday, February 13, 2025, at 6:00 pm.

Respectfully Submitted,

Jim White, Secretary
Library Board of Trustees