

**Farmington Community Library Board of Trustees  
Board Meeting - 6:00 p.m. – May 11, 2023**

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Board Members Present:       Murphy, Brown, Hahn, White, Doby

Board Members Absent:       McClellan Stryd

Staff Members Present:       Siegrist, Showich-Gallup, Peterson

Staff Members Absent:       None

**CALL TO ORDER**

The Board Meeting was called to order at 6:07 by Secretary Jim White.

J. White was nominated to serve as Chair Pro Tem.

**APPROVAL OF AGENDA**

**MOTION** by Murphy to approve the Agenda for the May 11, 2023 Board meeting was supported by Brown.

**Vote:   Aye: All in favor (5-0)**

**Opposed: None**

**Motion passed.**

**APPROVAL OF MINUTES**

**MOTION** by Murphy to approve the Minutes of the Regular Board Meeting held on April 13, 2023, was supported by Doby.

**Vote:   Aye: All in favor**

**Opposed: None**

**Motion passed.**

**SUBCOMMITTEES**

**Personnel** (R. Murphy)

**MOTION** by Murphy to approve the recommended language changes to the Employee Handbook regarding Types of Employment, Sick Leave, Holidays, Overtime, and Life Insurance was supported by Doby.

**Vote:   Aye: All in favor**

**Opposed: None**

**Motion passed.**

**MOTION** by Murphy to increase the maximum reimbursement for dental / optical / hearing expenses to \$1,875, or 75% of expenses up to \$2,500, was supported by Brown.

**Vote:   Aye: All in favor**

**Opposed: None**

**Motion passed.**

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**MOTION** by Murphy to offer debit cards to employees participating in the Flexible Spending Account plan was supported by Brown.

**Vote: Aye: All in favor**  
**Opposed: None**

**Motion passed.**

**MOTION** by Murphy to approve instituting criminal background checks on new hires and volunteers beginning July 1, 2023 was supported by Brown.

**Vote: Aye: All in favor**  
**Opposed: None**

**Motion passed.**

**MOTION** by Murphy to approve giving 20 hours of paid sick time per year to Shelves and Library Aides was supported by Doby.

**Vote: Aye: All in favor**  
**Opposed: None**

**Motion passed.**

**MOTION** by Murphy to approve the 2023-24 Fiscal Year pay schedule with minimum and maximum ranges was supported by Doby.

**Vote: Aye: All in favor**  
**Opposed: None**

**Motion passed.**

**MOTION** by Murphy to increase the proposed 2023-24 payroll budget by \$267,900 to ensure all employees are at 2023-24 minimum, to ensure equity, and to allow for up to 3% increase was supported by Brown.

**Vote: Aye: All in favor**  
**Opposed: None**

**Motion passed.**

**Strategic Planning** (K. Siegrist)

Fast Forward Libraries has delivered the FCL Strategic Plan for 2023-2029, including Vision, Mission, and Strategic Directions. K. Siegrist and E. McClellan are creating a short video.

**TREASURER'S REPORT**

**MOTION** by Brown to approve April expenditures totaling \$272,723.05 was supported by Murphy.

**Vote: Aye: All in favor**  
**Opposed: None**

**Motion passed.**

**MOTION** by Brown to receive and file April 2023 financial reports was supported by Doby.

**Vote: Aye: All in favor**  
**Opposed: None**

**Motion passed.**

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### **FRIENDS' REPORT** (S. Charlebois)

- Book sale May 5-7 raised nearly \$4,500.00.
- Invites have gone out for Gala; RSVP by email or phone.
- There will be a new book sale area soon at Liberty Street.
- Angeline Boulley (*Firekeeper's Daughter*, *Warrior Girl Unearthed*) to visit FCL in October.
- S. Charlebois attended event for Farmington Farmington Hills Foundation for Youth and Families (FFHFYF) 2022 grant award winners.
- Authors will be present during Art on the Grand June 3, location TBD.

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

- First Food Truck Tuesday was success despite horrible weather. Next FTT will be May 30, with Smoke Ring.
- The Asian American Pacific Islander Celebration was held May 6.
- Christina Mui Amata, volunteer who helped plan AAPI Celebration, nominated by Kristel Sexton and won Farmington Farmington Hills Commission on Children, Youth, and Families Volunteer Award.
- FCL awarded a Bosch Grant, which will be used to support the Seed Library and the Udemy online platform.
- FCL patrons can decorate cup sleeves for Starbucks Pride Event (downtown Farmington Starbucks).
- First graders across Farmington / Farmington Hills are visiting FCL in May. Applications for library cards were sent to families before visits.
- Summer Reading begins June 3.

### **UNFINISHED BUSINESS**

None

### **NEW BUSINESS**

None

### **CORRESPONDENCE**

(sent to Director)

- Thank you from Christina Mui Amata.
- Thank you from Holocaust Memorial Center for participation in Naming Ceremony.
- Great job hosting food trucks.

### **PUBLIC COMMENT**

- K. Griebel, thank you for well-run meeting.
- S. Charlebois, explore Microsoft Outlook Online for Board email.

### **TRUSTEE COMMENT**

- R. Murphy expressed appreciation for work done by departing board member Megan Stryd. Board concurs.
- B. Hahn suggests that a future Book Mobile could visit senior residences, and that a properly licensed senior could drive.

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**ADJOURNMENT**

The Board meeting was adjourned by Secretary White at 7:04 pm. The next meeting of the Library Board is scheduled for Thursday, June 8 at 6:00 pm.

Respectfully Submitted,

Jim White, Secretary  
Library Board of Trustees