

**Farmington Community Library Board of Trustees
Board Meeting and Study Session - 6:00 p.m. – February 9, 2023
Approved March 09, 2023**

Board Members Present: McClellan, Murphy, Stryd, Brown, Hahn, White

Board Members Absent: Doby

Staff Members Present: Siegrist, Zitter Masindi, Showich-Gallup, Peterson, Wrench

Staff Members Absent: None

CALL TO ORDER

The Board Meeting was called to order at 6:07 by President Ernie McClellan.

APPROVAL OF AGENDA

MOTION by Murphy to approve the Agenda for the February 9, 2023 Board meeting was supported by Brown.

Vote: Aye: All in favor (6-0)

Opposed: None

Motion passed.

PUBLIC COMMENT

Former President Duron-Willner (term ending) is glad to have returned civility to board-staff interaction. She will be working to bring about millage renewal.

OATH OF OFFICE was administered to Ernie McClellan and Jim White.

APPROVAL OF MINUTES

MOTION by White to approve the Minutes of the Regular Board Meeting held on January 19, 2023, was supported by Stryd.

Vote: Aye: All in favor

Opposed: None

Motion passed.

SPACE UTILIZATION

MCD Architects (formerly Merritt-Cieslak) presented findings of study to board. Final report still in works.

TREASURER'S REPORT

MOTION by Brown that the Board of Trustees approve January expenditures totaling \$376,278.68 was supported by White.

Vote: Aye: All in favor

Opposed: None

Motion passed.

MOTION by Brown that the Board of Trustees receive and file January financial reports was supported by Stryd.

Vote: Aye: All in favor

Opposed: None

Motion passed.

FRIENDS' REPORT (S. Charlebois)

- 2022 was 2nd most successful year on record for Friends. Marketing effort helped.
- Friends have \$128,000 in accounts right now.
- The Gala is scheduled for June 2.

(White leaves meeting)

LIBRARY DIRECTOR'S REPORT (K. Siegrist)

- Library received large gift of about \$190,000.
- FCL is pursuing Bosch Grant again to cover Steam Programming, Seed Library, Library of Things, renewal of Udemy, and charging cycle kiosks.
- Library will use temporary staffing company to fill custodian position.

- **Marketing Update** (S. Zitter Masindi)

(White returns to meeting)

- Increase number of FCL cardholders
- Expand library content creation
 - Needed: part-time digital content creator position
- Ease of access to library information, digitally and in physical environment
- **Facilities Update** (D. Wrench)
 - Work continues on fire curtain wall project.
 - Carpeting needed for stairs to Children's at Twelve Mile.
 - Chiller unit work at Twelve Mile is done. The first building automation system has been installed. D. Wrench wants to install system at Liberty Street.
 - D. Wrench is working to solve high room temperature in Quiet Study Room.
 - HVAC in Maintenance Office needs replacing.
 - D. Wrench wants monitoring system for fire alarm at Liberty Street, rather than relying on proximity to fire station.
 - D. Wrench is investigating electronic signs for outdoors.
 - Food Truck Tuesday - FCL is navigating permit process.

SUBCOMMITTEES

Strategic Planning (M. Stryd)

No report

Personnel (E. McClellan)

- Non Harassment policy is ready for board consideration
- Work continues on job descriptions

UNFINISHED BUSINESS

MOTION by Stryd that the Board of Trustees approve Non Harassment Policy was supported by Brown. Motion withdrawn.

NEW BUSINESS

Replacement of Officers

Ernie McClellan is president of the board

Megan Stryd nominated (by Murphy) for vice-president, wins by acclamation.

Board will hold officer elections in June.

CORRESPONDENCE

None

ADJOURNMENT

MOTION by Murphy to adjourn the Board Meeting was supported by Brown.

Vote: Aye: McClellan, Stryd, Brown, Murphy, White

Opposed: Hahn

Motion passed.

The Board meeting was adjourned by President McClellan. The next meeting of the Library Board is scheduled for Thursday, March 9 at 6:00 pm.

Respectfully Submitted,

Jim White, Secretary
Library Board of Trustees