

**Farmington Community Library Board of Trustees**  
**Board Meeting - 6:00 p.m. – December 8, 2022**  
Minutes approved 1/19/2023

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

Board Members Absent: Doby, Hahn, Duron-Willner

Staff Members Present: Siegrist, Showich-Gallup, Peterson

Staff Members Absent: None

**CALL TO ORDER**

The Board Meeting was called to order at 6:03 p.m. by Board Vice President McClellan.

**APPROVAL OF AGENDA**

**MOTION** by Murphy to approve the Agenda for the December 8, 2022 Board meeting with additional Public Comments session added after Approval of Minutes was supported by White.

**Vote: Aye: All in favor (5-0)**

**Opposed: None**

**Motion passed.**

**APPROVAL OF MINUTES**

**MOTION** by White to approve the Minutes of the Regular Board Meeting held on November 10, 2022, was supported by Stryd.

**Vote: Aye: All in favor**

**Opposed: None**

**Motion passed.**

**OPERATING BILLS**

**MOTION** by Brown that the Board of Trustees approve October expenditures totaling \$402,374.63 was supported by Stryd.

**Vote: Aye: All in favor**

**Opposed: None**

**Motion passed.**

**MOTION** by Brown that the Board of Trustees receive and file November financial reports was supported by White.

**Vote: Aye: All in favor**

**Opposed: None**

**Motion passed.**

**FRIENDS' REPORT** (Stacey Charlebois)

- Friends made \$3,656 on November book sale (November 18-20). More than 50 volunteers worked. Thank you to Sarah Zitter Masindi for marketing effort.
- Friends will give \$108,000 to library for programming and resources in FY 2022-23. This is nearly a record.

**LIBRARY DIRECTOR'S REPORT** (Kelley Siegrist)

- K. Siegrist, J. Purdue, and J. O’Hara attended annual FPS ESL Cultural Thanksgiving.
- Staff Day (November 11) included work on strategic plan and breakout sessions around such topics as Microsoft Teams, Marketing Library Services, and the evaluation process.
- FCL staff participated in Light Up the Grand holiday celebration in Farmington on December 3.
- Compensation Study will move forward with two days of work with ElementOne to evaluate each job (February 7 and 8).
- Meeting with Robin Daniels of Senator Gary Peters’ office was held December 5. Senator’s office voicing support for library and patrons.
- Space Utilization Study to be presented at the January board meeting.
- **Facilities Report** (submitted by Donald Wrench)
  - Chiller units at Twelve Mile passed mechanical inspection and are awaiting electrical inspection. D. Wrench will update board at January meeting.
  - Fire curtain door has been ordered.
- D. Wrench is investigating:
  - replacing stairwell carpet going down to Children’s at Twelve Mile
  - replacing HVAC unit in Maintenance Office
  - getting Liberty Street Fire Alarm System monitored, as Twelve Mile currently is.
- Projects on hold:
  - Conveyor System quote
  - EV charging station

**COMMITTEE REPORTS**

**Strategic Planning**

- No report.

**Personnel Committee** (Ernie McClellan)

- Director Siegrist is rated “exceeding expectations” on her evaluation.

**UNFINISHED BUSINESS**

- None.

**NEW BUSINESS**

- None

**BOARD TRUSTEE COMMENTS AND ANNOUNCEMENTS**

None

**CORRESPONDENCE**

None

**PUBLIC COMMENT**

None

**ADJOURNMENT**

**MOTION** by White to adjourn the Board Meeting was supported by Murphy.

**Vote: Aye: All in favor**

**Opposed: None**

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**Motion passed.**

The Board meeting was adjourned by Vice-President McClellan. The next meeting of the Library Board is scheduled for Thursday, January 12, 2022 at 6:00 pm.

Respectfully Submitted,

Jim White, Secretary  
Library Board of Trustees