**Farmington Community Library Board of Trustees**
**Regular Board Meeting**
**6:00 p.m. - November 12, 2026**

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**Board Members Present:** McClellan, Muthukuda, Brown, Murphy, Snodgrass, Doby, White (Doby leaves before end of meeting).

**Board Members Absent:** Snead

**Staff Members Present:** Matthews, Baker, Peterson, Showich-Gallup

**Staff Members Absent:** None

## CALL TO ORDER

The regular Board meeting was called to order at 6:02 by President McClellan.

## APPROVAL OF AGENDA

**MOTION** by Muthukuda to approve the Agenda for the November 12, 2026 Board meeting was supported by Brown.

**Vote: Aye: All in favor** (7-0)
**Opposed: None**
**Motion passed.**

## PUBLIC COMMENT

None

## APPROVAL OF MINUTES

**MOTION** by Snodgrass to approve the Minutes of the Regular Board Meeting held October 8, 2026, was supported by Murphy.

**Vote: Aye:** McClellan, Snodgrass, Brown, Doby, White
**Opposed: None**
**Abstain:** Muthukuda, Murphy
**Motion passed.**

## PRESENTATIONS

None

## TREASURER'S REPORT

**MOTION** by Brown to approve paying October 2026 operating bills totaling $398,020.27 was supported by Doby.

**Vote: Aye: All in favor** (7-0)
**Opposed: None**
**Motion passed.**

DRAFT

**MOTION** by Brown to receive and file October 2026 financial reports was supported by Murphy.
**Vote: Aye: All in favor** (7-0)
**Opposed: None**
**Motion passed.**

K. Brown:

- YTD interest earned from Michigan Class is $447,220.83..
- K. Brown moved $4 million into a MI Class Term Series II account, which is expected to return $133,836.71 in interest by its expiration on July 23, 2027. This leaves $9,157,760.36 in the MI Class "FCL Millage" account (so named because money raised by property tax goes here).

**FRIENDS' REPORT** (S. Charlesbois)

- The October 19 TJ Klune (*The House in the Cerulean Sea)* event was filled to capacity with 279 attendees in person and 109 more online. A great success.
- Giving Tuesday (December 1) donations will focus on senior social hour.
- Book sales (used books with higher value) on E-Bay have generated almost $3,000 over the past 90 days.
- There will be a "pop-up" book sale at Twelve Mile on Saturday, December 12.

**LIBRARY DIRECTOR'S REPORT** (S. Matthews)

- FCL won the "100 Years in Business Milestone" Award from the Farmington Area Chamber of Commerce. Much thanks goes to Sherri Vaughn for her work with the Chamber. (There has been library service in the Farmington community for much LONGER than 100 years!)
- Cultural Agility Training will be held for staff in January.
- Renovation work is moving along, mostly smoothly. The parking lot at Twelve Mile is expected to be finished before Thanksgiving. The elevator replacement Downtown is going to be delayed a little from the original November-December window.
- Both buildings will close at 3 p.m Wednesday, November 25, for the Thanksgiving holiday and reopen at 10 a.m. Friday, November 27.

**SUBCOMMITTEE UPDATES**

Personnel (D. Muthukuda) - welcome C. Doby to committee!
Committee met November 9. Items discussed included:

- Potential vision and dental coverage plans
- Staff appraisal process

Facilities (S. Snodgrass)
No November meeting
Finance (K. Brown)

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No meeting
Bylaws (S. Snead)
Meeting TBA

**UNFINISHED BUSINESS**
None

**NEW BUSINESS**
Vision and Dental Insurance
**MOTION** by Muthukuda to approve dental and vision plans through the BCBS pool for 2027 was supported by Brown.
**Vote: Aye: All in favor** (7-0)
**Opposed: None**
**Motion passed.**

FCL obligation for dental (70 percent share) will be $26,426.06. Obligation for vision (60 percent share) will be $3,656.16.

Temporary Delegation of Procurement Authority
**MOTION** by White to approve raising ceiling on director's authority for procurement through September 1, 2027 as described in Temporary Delegation of Special Procurement Authority" was supported by Brown, with the following amendments:

- Change the range of Tier 2 to read from "$15,000.01 to $75,000" and the range of Tier 3 to read from "$75,000.01 to $100,000"
- In the text of Tier 3, change the hard ceiling amount to read "$100,000"
- Include under Tier 3 all of the necessary controls that are listed under Tier 2, in addition to those now specified under Tier 3
- Any purchases made under this authority must be specifically reported to the board

**Vote: Aye: All in favor** (7-0)
**Opposed: None**
**Motion passed.**

Internet Acceptable Use Policy
No action taken

Governance Procedures - sent to board from Realpoint to cover current capital improvement project
No action taken

Trustee Doby leaves meeting

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## CORRESPONDENCE

- From A. Sullivan: renovation is exciting. Please consider moving the “Humoresque” statue or creating a “family” entrance.

## PUBLIC COMMENT

M. Showich-Gallup: announcement on behalf of C. Doby: C. Doby is collecting coats, hats, and gloves at the Elks Club (on Ten Mile east of Orchard Lake). Both C. Doby and M. Showich-Gallup will distribute these items at Beechview Elementary School.

## TRUSTEE COMMENT

S. Snodgrass: agreements laying out what money FCL contributes to Farmington Downtown Development Authority and Farmington / Farmington Hills Brownfield Redevelopment Authority are expiring and will need to be addressed.

## ADJOURNMENT

The Board meeting was adjourned at 7:21 by President McClellan. The next regular meeting of the Library Board is scheduled for Thursday, December 10, 2026, at 6:00 pm at Twelve Mile.

Respectfully Submitted,

Jim White, Secretary
Library Board of Trustees

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