Farmington Community Library Board of Trustees
Regular Board Meeting
6:00 p.m. - October 8, 2026
Farmington Branch

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

Board Members Absent: Muthukuda, Murphy

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

Staff Members Absent: None

CALL TO ORDER

The regular Board meeting was called to order at 6:03 by President McClellan.

APPROVAL OF AGENDA

MOTION by White to approve the Agenda for the October 8, 2026 Board meeting, adding "Robert Stempien of Reappoint" under Presentations and "Discussion of MI Class Series II" under New Business, was supported by Brown.

Vote: Aye: All in favor (6-0)
Opposed: None
Motion passed.

PUBLIC COMMENT

None

APPROVAL OF MINUTES

MOTION by White to approve the Minutes of the Regular Board Meeting held September 10, 2026, was supported by Doby.

Vote: Aye: All in favor (6-0)
Opposed: None
Motion passed.

PRESENTATIONS

James Wilde from Alan C. Young re: annual audit

- FCL earns an "unmodified opinion," which is the "gold standard." There were no deficiencies in internal controls. Thank you for the "fantastic support" from FCL staff.

Robert Stempien from Realpoint re: renovations

- Realpoint has recommended getting detailed information about drainage around the outdoor spaces at FA. Soil borings have now been done. A topographical map has been ordered. Extra study will push back start of digging till spring, but this would bring savings as no winterizing protection of site would be needed.

PRESENTATIONS (CONT'D)

- Interior work will continue on schedule at both buildings. Asbestos abatement has been handled quickly at FH.
- Realpoint recommends working with MCD Architects to lock down final architect fee for Phase One.

TREASURER'S REPORT

MOTION by Brown to approve paying September 2026 operating bills totaling $427,944.97 was supported by Doby.

Vote: Aye: All in favor (6-0)
Opposed: None
Motion passed.

MOTION by Brown to receive and file September 2026 financial reports was supported by Doby.

Vote: Aye: All in favor (6-0)
Opposed: None
Motion passed.

K. Brown:

- YTD interest earned from Michigan Class is $402,602.99.
- Changeover of Comerica Bank to Fifth Third has not been seamless for FCL. K. Brown is still working to establish proper access to accounts for Plante Moran.
- MI Class Series II account would offer a higher interest rate, but money must stay in account for nine months. Plante Moran supports moving up to $4 million.

FRIENDS' REPORT (S. Charlesbois)

- Friends received $500 from Optimists. S. Charlesbois will talk to Friends board about putting this money towards the 1000 Books Before Kindergarten program.
- There will not be a fall book sale, due to construction.
- All book / media donations are being paused during construction, due to lack of storage.
- Reminder - TJ Klune (*The House in the Cerulean Sea)* will come to FCL on October 19.

LIBRARY DIRECTOR'S REPORT (S. Matthews)

- FCL is hiring for several positions.
- S. Matthews and J. Baker attended the Sikh Heritage banquet on September 19.
- The FCL raven, part of the Grand Raven Festival, is in Riley Park.
- Staff Day will once again be held on November 11, Veterans Day. Both branches will be closed.

SUBCOMMITTEE UPDATES

Personnel (C. Doby)

Committee met October 5. Items discussed included:

- Staffing opening in Adult Services
- Getting staff feedback on potential vision and dental coverage
- Annual review of the director

Facilities (S. Snodgrass)

- At last meeting (October 1), committee discussed: replacement of RTU 7 at FH, life of roof at FA, further lighting upgrades, and status of renovations. Robert Stempien of Realpoint joined meeting.

Finance (K. Brown)

Committee discussed:

- Gifting and Donation Policy, especially Naming Rights
- Benefits of MI Class Series II account
- Funding capital improvement

UNFINISHED BUSINESS

None

NEW BUSINESS

Tuition Reimbursement

MOTION by Doby to approve new Tuition Reimbursement Policy was supported by Brown.

Vote: Aye: All in favor (6-0)
Opposed: None

Motion passed.

Update By-Laws

Ad-hoc committee will form to review By-Laws. S. Snead to chair.

Rooftop Unit 7

MOTION by Doby to approve up to $45,000 for Witt Mechanical to replace RTU 7 at FH was supported by Snead.

Vote: Aye: All in favor (6-0)
Opposed: None

Motion passed.

Capital Improvement Funding Approach

No action

Adjustment to Meeting Location for December 2026
Due to construction, regular December Board Meeting will be moved to FH.

MI Class Series II
MOTION by Brown to open a MI Class Series II account and to move $4 million into it was supported by Snead.
Vote: Aye: All in favor (6-0)
Opposed: None
Motion passed.

CORRESPONDENCE
None

PUBLIC COMMENT
None

TRUSTEE COMMENT
S. Snodgrass - Farmington Hills has sent letters to members of boards and commissions asking about future interest in serving.

K. Brown - Director Matthews has done “a fabulous job” juggling meetings and the work going on regarding renovations

ADJOURNMENT
The Board meeting was adjourned at 7:30 by President McClellan. The next regular meeting of the Library Board is scheduled for Thursday, November 12, 2026, at 6:00 pm.

Respectfully Submitted,

Jim White, Secretary
Library Board of Trustees