

PONTIAC PUBLIC LIBRARY BOARD MINUTES

DECEMBER 19TH, 2018

I. Roll Call

Chair Hatchett – Here, Vice Chair Earl – Here, Treasurer Maxey – Here, Trustee Richardson – Here

II. Approval of Agenda

Motion to approve Agenda by Trustee Richardson, supported by Vice Chair Earl

Roll Call: Chair Hatchett – Yes, Vice Chair Earl – Yes, Treasurer Maxey – Yes, Trustee Richardson – Yes

Motion Passes

III. Moment of Silence

IV. Public Comment

Russell Dawson gave an introduction of himself in regards to being a prospect for the Pontiac Library's future Broker.

V. Approval of Minutes of November

Motion to approve minutes by Vice Chair Earl, supported by Treasurer Maxey

Roll Call: Chair Hatchett – Yes, Treasurer Maxey – Yes, Trustee Richardson – Yes, Vice Chair Earl – Yes

Motion Passes

VI. Finance Report: The accountant explained the manner in which the investment banker should interact with the Library Board and administration. He explained his work with the auditors and the need for an extension. The accountant went over the Revenue and Expenditure report, the Balance Sheet and the Graphs in the board packet.

VII. No Chair Report

VIII. Director's Report

Director Green passed out and went over the proposal to install new security cameras along with her view on which cameras on the proposal that she believes we need. The estimated cost for the entire system is approximately \$12,000. The electricians will be coming after the board meeting to walkthrough to make sure that we meet the requirements of the inspection. The Knox box and the new locks have been installed with the new keys and door signage which has arrived today.

The holiday extravaganza was very successful and the trolley rides were full. The Library served about 140 free lunches.

Barnes and Nobles changed the structure for the fund raiser so the Library did not receive the funds like previous years.

The RFID gates were installed at the end of November and the staff is currently tagging the collection. Trustee Richardson made inquiries about the pricing for the RFID gates and what was included in the package. Director Green informed her that she could look up the individual details at another time and give her that information

Vice Chair Earl and Chair Hatchett both inquired on whether or not the Library had the available funds in the capital improvement fund for the security upgrade and the changes that were required due to the inspection. Director Green explained that the funding was readily available for both of the actions.

Director Green stated to the Board that our investments at fifth-third bank have been liquidated. The funds are still in an investment account, but are not currently invested in anything.

Motion to accept Directors report by Vice Chair Earl, supported by Treasurer Maxey

Roll Call: Vice Chair Earl – Yes, Treasurer Maxey – Yes, Trustee Richardson-Yes, Chair Hatchett – Yes

Motion Passes

IX. Old Business

January 17th is when the kid's karate program will be starting. Secretary Rutherford questioned Vice Chair Earl about safety, licensing, security and staff compensation for being here after hours. Vice chair Earl said that there would be 3-5 volunteers working the program as well as any staff that was scheduled. Director Green stated that it would cost approximately 200-300 dollars to pay the staff for the extent of the program.

X. New Business

New Security System – Treasurer Maxey believes that they cameras should be installed in phases and that the library should go with the judgement of the security company of which area should be covered first. Secretary Rutherford had three concerns/points of interest that she wanted addressed. Due to experience with this company's service she is not impressed and has general concerns about its effectiveness. Secondly that if we are going to go with a changing of security that we should take other bids and compare the options given to us. Secretary Rutherford's third concern was since this is a privately run company, what would happen if they sell the building or decide to change the rates or services. Is there something in the contract that would protect the library from such practices? Treasurer Maxey said that he has seen the office and that it works.

Motion made by Secretary Rutherford to take RFPs from different security companies instead of simply going with the current prospect. Motion Supported by Vice Chair Earl

Roll Call: Chair Hatchett – Yes, Vice Chair Earl – Yes, Treasurer Maxey –Yes, Trustee Richardson – Yes, Secretary Rutherford – Yes

Motion Passed

Vice Chair Earl informed the Board that the Auburn hills Library wants him to partner with the YMCA of Auburn Hills. The Board gave vice chair Earl the OK to meet with the Auburn Hills Library

Chair Hatchett will schedule a special Board meeting when ready to discuss the results of the Library Audit.

Treasurer Maxey spoke about wanting a Black History Board and will provide information to the library Board for the January Board Meeting.

XI. Board Comments

Chair Hatchett asked for closure on naming the pavilion. Secretary Rutherford has spoken to Price's widow and she is on board. Director Green clarified that the Board had voted to get a sign made and a list of names placed on it, but was still waiting on getting the list of names.

Vice Chair Earl let the Board know about the new Little Free library that was put up at the Center for Success and about the ribbon cutting ceremony.

XII. Adjournment

Motion Made by Vice Chair Earl, supported by Secretary Rutherford

Roll Call - : Chair Hatchett – Yes, Vice Chair Earl – Yes, Treasurer Maxey –Yes, Trustee Richardson – Yes, Secretary Rutherford – Yes

Motion Passed