

PONTIAC PUBLIC LIBRARY BOARD OF TRUSTEES MEETING

Wednesday, June 8, 2016

The meeting was called to order by Board Chair, Rosie Richardson. Chair called for Roll Call; Allen, present; Duval, absent; Jenkins, present; Jones, present; Richardson, present; Waterman, present. A quorum was present. There was a moment of silence. The chair called for an approval of the agenda. *Motion to approve agenda made by Trustee Waterman, seconded by Trustee Jones Roll Call, Allen, yes; Jenkins, yes; Jones, yes; Richardson, yes; Waterman, yes. Motion carried to accept the agenda.*

The Chair opened the floor for Public Comment. Kendra Locke shared information on her record store. She also provided information on her Healthy Living program. She is originally from California. Ms. Locke has also partnered with Oakland University, and indicated that she is interested in working with the library.

The Chair called for approval of April's minutes. Chair Richardson noted the wrong name (Betty) when referring to Mattie Hatchett. Trustee Waterman's correction was to include in the minutes the fact that Mattie Hatchett had submitted a letter of interest for any possible board vacancy. *Motion to approve minutes by Trustee Jenkins, seconded by Trustee Waterman. Roll Call; Allen, yes; Jenkins, yes; Jones, yes; Richardson, yes, Waterman, yes. Motion carried.*

Under special circumstances, an adjustment of the agenda was suggested. Motion to change the agenda by moving the Action Items, (that included voting on the budget) forward. Motion to adjust the agenda made by Trustee Jones, seconded by Trustee Jenkins.

The chair stated that the board members had a chance to review the budget both the condensed version and the full copy of the 2016-2017 budget. The Library Director stated that the only adjustment was a grant that has been submitted for funding of \$25,000. Trustee Waterman asked for the Resolution to Adopt 2016-2017. The Library Director provided copies of the resolution which was read by Trustee Jones. (See attached)

SPECIAL LIBRARY STAFF REPORT – TECHNOLOGY AND ADULT SERVICES

Spyros Tsompanakis is responsible for web site, collection development, and programming. In May, a big project that took several months that included refurbishing all of the computers in the library. Some of the computers have been upgraded to Windows 10. There were a lot of donations including books and music and have already been placed in the appropriate collections.

There have been some complaint issues and incidents. Trustee Waterman stated that she did connect the Library Director with someone who wanted to donate books. The Library Director responded that when donations are received, they are placed in the appropriate areas, and if the need is not there, the books are donated to the Friends Group for the Book Sale. Chairman

The Chairman participated in Novel List by KA webinar.

The Clinton Trail invited the Chairman to their Open House. She indicated that there are some grants available to provide bikes to kids.

Chairman Richardson stated that she has some concerns for the safety of the library staff and patrons and we should address the security issue

The Financial Sub-Committee consisting of Trustee Jenkins and Trustee Jones. Paycor will be giving a list of dates for webinars. At some point this committee will be getting together and take advantage of the different programs that Paycor offers. She also stated that per our auditor, we should consider his recommendations including establishing policy and procedures.

The Board acknowledged the late Charles Tucker, Jr. with a floral tribute.

Gleaners Food Bank and Forgotten Harvest provided additional support and donations.

The Chair met with the Dean of the Library at Oakland University who will be sponsoring some programs and partnerships with literacy and sports through the university. The chair is currently working on a proposal. There is also a former Detroit Tiger.

Trustee Waterman asked about the Oral History project. The Library Director stated that the time line would not work at this point. Trustee Waterman asked if it was done with a grant. The Director stated that we were doing this in-house. Trustee Waterman stated that it may be a good idea to partner with Dee Calloway at Oakland University who is interested in doing the Oral History project.

OLD BUSINESS

Trustee Waterman reminded us that there are three mileages that are going to be on the ballot. Chairman Richardson indicated that the City of Pontiac could use dollars for information regarding the Senior Millage. Trustee Waterman provided information regarding the "Meet Up and Eat Up" kickoff at Aaron Perry Park with games, prizes and concerts.

Trustee Jenkins asked about the year-end closeout of the library's finances, include the Anniversary Gala.

NEW BUSINESS

Trustee Jenkins asked if there could be a policy established regarding filling vacancies on the board. Trustee Richardson stated that she would provide the names of interested parties.

Richardson indicated that we had received books from Webster prior to Mr. Yoakum's purchase. We will also be getting furniture from the school

FINANCIAL REPORT

Chairman Richardson stated that Mr. Harden was unable to attend tonight's meeting, but he will be attending on regularly scheduled monthly meeting. His written report for May was included in the board packets.

TREASURER REPORT

None available.

LIBRARY DIRECTOR'S REPORT

The Library Director stated that she did apply for a grant at Legacy Credit Union who has awarded the library a \$5,000 grant.

The Friends Group had their first fundraiser at the Pancake Pavilion on June 4th that was a great success. Another coming event will be a "Rodeo Bar-B-Que" in July. Tickets are \$20.

The Summer Reading Program Kickoff will be Saturday, June 11. Tee Shirts are available for staff and Board members.

The main concern is the vandalizing of the Pancake Pavilion. The Oakland County Sheriff now makes rounds to make sure the Pavilion is safe.

McDonald's has donated gift certificate for free items and meals. McDonald's also has a reading incentive program that the library has been partnering with for quite some time. Ronald McDonald will be scheduled to do a story time and magic show. There will also be additional prizes for the library readers.

Jack and Jill have given the library a grant to redo our reading room, and there will be a ribbon cutting on June 18th between 1-4 p.m. This will include give-a-ways, food, story time and book give-a-ways and they are asking that the Board attends. Trustee Waterman stated that the original contribution for the reading room was made possible by a grant from Links, Inc. and asked if they could somehow tie it in. The Library Director stated that she had found a plaque acknowledging Link and had it re-hung in the reading room.

CHAIRMAN'S REPORT

The Chairman acknowledged Mr. Grissby for doing such a wonderful job on the bookmarks, door knockers and postcards. He asked about the activities and newsletter. Chairman Richardson encouraged MR. Grissby to take some of the free information available at the library.

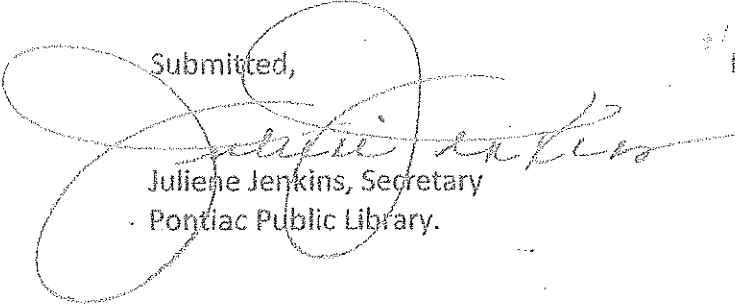
The Queens Future Success Teen Series that include dressing for success, financial information provided by Fifth Third Bank. There will be another one on June 25th.

BOARD COMMENTS

Motion to adjourn Trustee Jones, seconded, by Trustee Waterman. Roll Call; Jones, yes; Jenkins, yes, Waterman, yes; Jenkins, yes. Motion carried.

Submitted,

Friday, June 17, 2013



Julie Jenkins, Secretary
Pontiac Public Library.