

Pontiac Public Library Board of Trustees Meeting
Pontiac Public Library, 60 East Pike Street, Pontiac, MI 48342
October 22, 2014
6:30 p.m.

The meeting was called to order by Chairperson, Rosie Richardson. Roll call: Allen, present; Duvall, absent; Jenkins, present, LeDuff, present; Richardson, present; Waterman, absent. A quorum was present.

Motion to accept agenda for meeting; Motion: Trustee Allen, seconded, Trustee LeDuff; Roll Call; Allen, yes; Jenkins, yes; LeDuff, yes; Richardson, yes. Motion passed.

PUBLIC COMMENT

Mr. Cluckey referenced a bank account that was in dispute between the City and the Library. That matter has been addressed and resolved. Mr. Cluckey also raised questions regarding CDBG funds and how these funds can assist in the establishment of warming centers and housing for the homeless. Mr. Cluckey suggested that the library provide a bulletin board with community resources for those who visit the library and are in need of services.

Jeff Hawkins shared a report on the lot parking. Mr. Hawkins stated that the lot revenue has been increased due to Erebus Haunted House opening. There have been no incidents. However, Mr. Hawkins requested approval for those who are staffing the lot to receive a stipend for the 4-6 hours that they are working the lot. Mr. Hawkins gave a verbal report on the income from the lot. While the income from concessions has not been as profitable, during October 10th – 13th the parking lot generated \$540, with the week of October 20th – 24th generating \$725. Additional information will be in Mrs. Randolph's report.

Rick David, who is assisting with the Library Anniversary, asked that the Library increase their participation in the activities for the anniversary. Discussion involved the lack of communication between the committee and board members. Mr. David expressed concern for the timeliness of the celebration, and suggested that the board be more diligent with their plans. Board members expressed their thanks for Mr. David assisting with the anniversary activities.

FINANCIAL REPORT

Mr. Harden went over the financials for the period covering July 1, through September 30, 2014. This report covered actual revenues, budget, and actual. Written document provided. The budget is calendared. The library lost out on previous state revenue due to the fact that the library is located in the Renaissance Zone. *Motion to accept financial report made by Trustee Allen and seconded by Trustee Jenkins; Roll Call, Allen, yes; Jenkins, yes; LeDuff, yes; Richardson, yes. Motion passed.*

LIBRARY DIRECTORS REPORT

Devan Green, Library Director provided her written report. After discussion regarding activities and events at the library, motion was made to accept report. *Motion made by Trustee Allen, seconded by Trustee Jenkins. Roll Call; Allen, yes; Jenkins, yes; LeDuff, yes; Richardson, yes. Motion carried.*

OLD BUSINESS

Discussion was again held regarding the Snow Removal Contract. There were two bids under consideration. The bid submitted by Carrera Landscaping was discussed with questions at the September board meeting, and these requests were forwarded to Carrera Landscaping. The second bidder, Chief Construction, represented by Jeff Hawkins was present. Question was raised as to Carrera receiving notice of this meeting. It was determined that it would be in the best interest of the board to wait until Carrera Landscaping could be present, since their bid was received and reviewed for changes. *Motion was made by Trustee LeDuff and seconded by Trustee Jenkins to table a decision on the Snow Removal Contract until a special meeting scheduled for November 5, 2014, @ 6:30 p.m. Roll Call; Allen, yes; Jenkins, yes; LeDuff, yes; Richardson, yes. Motion carried.*

NEW BUSINESS

Discussion was held regarding the library becoming a partner with the Pontiac Creative Arts Center through membership. *Motion to obtain membership made by Trustee Jenkins, seconded by Trustee Allen. Roll Call; Allen, yes; Jenkins, yes; LeDuff, yes; Richardson, yes. Motion carried.*

Motion to approve stipend paid from parking lot receivables for 2 parking lot assistants for seven days at \$25 per day made by Trustee Jenkins and seconded by Trustee Allen. Roll Call; Allen, yes; Jenkins, yes; LeDuff, yes; Richardson, yes. Motion carried.

Motion to adjourn made by Trustee Allen, seconded by Trustee LeDuff.

Submitted,

November 19, 2014

Juliene Jenkins, Secretary
Pontiac Public Library Board of Trustees