

# PONTIAC PUBLIC LIBRARY BOARD MINUTES

## January 28, 2021

- I. Roll Call  
Secretary Rutherford – here, Chair Hatchett – Here, Vice Chair Earl – Here, Trustee Richardson – Here, Trustee DuVall - Here
- II. Approval of Agenda
- III. Moment of Silence
- IV. Public Comment - none
- V. Approval of Minutes
  - A. October 22<sup>nd</sup>. Motion to approve by Secretary Rutherford, support by Trustee Richardson.  
Roll Call - Secretary Rutherford – yes, Chair Hatchett – yes, Vice Chair Earl – yes, Trustee Richardson – yes, Trustee DuVall - yes  
Motion Passes
  - B. November 19<sup>th</sup> Motion to approve by Secretary Rutherford, support by vice chair Earl.  
Roll call - Secretary Rutherford – yes, Chair Hatchett – yes, Vice Chair Earl – yes, Trustee Richardson – yes, Trustee DuVall - yes  
Motion Passes
- VI. Special Presentations
  - A. Pavilion Kitchen Rental – Jermaine Branner / Angelo Taylor  

Jermaine Branner gave a presentation on using the pavilion area as “Community Cuisine Park.” He will be working with Oakland county to ensure that that people involved not only have their Serve Safe certifications but also the knowledge on safety and cross contamination in an effort to provide the community with a safe place to get a healthy meal. Plans also include bringing local food trucks into the parking lot to increase foot traffic through the city.

On weekends in the spring and summer time, the pavilion would offer a safe spot for local free music.

Create and Organize a Pontiac farmers market.

Designated dates and times to feed the homeless population.

Tim Shepard would be making sure there are extra rounds being done with security

Chair Hatchett suggested checking into the cost of the oven that Jermaine required and offsetting the rent with the cost.

Trustee DuVall suggested the importance of collaborating with Oakland County Farmers Market.

Vice Chair Earl’s concern was available parking. Between produce parking, cooks, live music, etc he feels there would be a shortage of parking for other library visitors.

Trustee DuVall motioned that the Library Board goes into negotiations with Community Cuisine Park, support by Vice Chair Earl.

Roll Call - Chair Hatchett – yes, Vice Chair Earl – yes, Trustee Richardson – yes, Trustee DuVall – yes

Motion Passes

Vice Chair Earl, Trustee Richardson and Trustee DuVall volunteered to form a committee to negotiate on behalf of the library

VII. Financial Report

Year to date property tax income - \$726,868

Operations Cost - \$236,232

Total expenses - \$442,448

Net income to date - \$318,578.14

Total current assets - \$1,077,719.26

Total Liability and equity - \$1,722,568.31

Motion made to accept the report by Secretary Rutherford, Support by Trustee DuVall

Roll call - Secretary Rutherford – yes, Chair Hatchett – yes, Trustee Richardson – yes,

Trustee DuVall - yes

Motion Passes

VIII. Chair Report

The Library cannot make a direct donation to Meals on Wheels via direction from Library Lawyer but we can indirectly donate by sponsoring something. Director Green has plans on giving out books with food donations.

Trustee Richardson makes a motion to sponsor part of Meals on Wheels for seniors, support by Vice Chair Earl

Trustee DuVall asked if it was possible for the Library to fundraise money for Meals on Wheels if the 500 dollars is not sufficient. Trustee Richard will look into that

Roll Call - Secretary Rutherford – yes, Chair Hatchett – yes, Vice Chair Earl – yes, Trustee Richardson – yes, Trustee DuVall - yes

Motion Passes

IX. Director's Report

Klear Vision a local cleaning company fogged the Library with has been professionally sanitized with “cold fogger” disinfectant application at a reasonable cost.

The Library has its newsletter coming out and Black History Month programming scheduled including a scavenger hunt. People can register at the library or online and register. It is a joint project with the Oakland County Parks Department. There are at least 10 locations that have clues on the outside of their buildings.

The Library has approx. 22 mobile hotspots that can be checked out for two weeks at a time.

Director Green would like to begin offering computer reservations with cleanings between reservations once a security contractor is hired. Director Green has joined a local effort to commemorate Elizabeth Denison Forth in Oakland County as the first African American property owner in Oakland County Michigan.

Trustee Richardson made a motion that the library supports the Oakland County initiative to commemorate Elizabeth Dennison Forth, supported by Vice Chair Earl.

Roll Call - Secretary Rutherford – yes, Chair Hatchett – yes, Vice Chair Earl – yes, Trustee Richardson – yes, Trustee DuVall – yes  
Motion Passes

Anna Baker Lane was the first African American appointed as Acting Librarian of the Pontiac Library and the Library will be rededicating the small conference room, formerly known as the Michigan room in her name. The Library is also highlighting her in the newsletter and scavenger hunt.

Trustee DuVall made a motion to accept the Director's report, support by Vice Chair Earl.  
Roll Call - Secretary Rutherford – yes, Chair Hatchett – yes, Vice Chair Earl – yes, Trustee Richardson – yes, Trustee DuVall - yes  
Motion Passes

X. Old Business

Dedication sign for Pancake Pavilion has been ready and waiting on installation. Trustee Richardson would like to make the dedication ceremony a zoom program in April.

Trustee Richardson makes a motion to do the dedication as described above, support by Vice Chair Earl.

Roll Call Roll Call - Secretary Rutherford – yes, Chair Hatchett – yes, Vice Chair Earl – yes, Trustee Richardson – yes, Trustee DuVall – yes Motion Passes

XI. New Business

a. Security

Chair Hatchett will have a meeting with Director Green to decide on which company to hire and vote on at the next meeting. She also mentioned getting contactless temperature scanning kiosk that would scan temperatures of people when they enter the library.

XII. Board Comments

Vice Chair Earl congratulated everyone for making it through everything and asked for continued blessings. Secretary Rutherford commented she has been nominated for a Grammy. Trustee DuVall congratulated Vice Chair Earl on his recent real estate purchase and mentioned the effort to on Pontiac pursuing social districting for open consumption of alcohol in the downtown area.

XIII. Adjourn

Motion to adjourn by Secretary Rutherford, support by vice Chair Earl  
Roll Call - Secretary Rutherford – yes, Chair Hatchett – yes, Vice Chair Earl – yes, Trustee DuVall – yes Motion passed

Meeting adjourned