

PONTIAC PUBLIC LIBRARY BOARD MEETING MINUTES

April 28th, 2022 at 5:30pm

Pontiac Public Library Auditorium

I. Call Meeting to Order– Presiding: Jewel Johnson Jones, PRP

Roll Call

- a. **Present:** Chairperson Rosie Lance Richardson, Vice-Chair Yvette Brinker Marion, Trustee Angela Allen, Trustee Shanell Weatherspoon, Secretary Rutherford
- b. **Absent:** Treasurer Mattie Hatchett

II. Moment of Silence

III. Approval of Agenda

Agenda approved as printed by unanimous consent

IV. Approval of March 24th, 2022 Meeting Minutes

Roll Call: Chairperson Richardson – Yes, Vice-Chair Brinker Marion – Yes, Trustee Allen – Yes, Trustee Weatherspoon – Yes, Secretary Rutherford – No
Motion Passes

V. Approval of April 7th, 2022 Special Meeting Minutes

April 7th, 2022 Special Meeting Minutes were approved as printed by unanimous consent

VI. Public Comment

No Public Comment

VII. Khalil I. Rammal – Fifth Third Bank Investment Banker

Khalil I. Rammal introduced himself to the Board and gave a brief overview of his services.

VIII. Financial Report

Mr. Harden, the library's accountant, presented the financial report starting with the profit and loss budget vs actual for March 2022

Total Revenue – \$739,180.80
Total Expenses – \$713,557.01

Net Income – \$25,623.79

IX. Unfinished Business

a. Vendor Contract Presentations

i. Polk Facility Solutions – Adam Polk

Adam Polk of Polk Facility Solutions presented an overview of the services provided by Polk Facility Solutions

ii. Carrera Landscaping, Inc – Mario Carrera

Mario Carrera of Carrera Landscaping, Inc presented an overview of the services provided by Carrera Landscaping, Inc.

b. Library Strategic Plan

The Board discussed the previous strategic plan for the library as well as Ann Arbor District Library's strategic plan.

The Board decided to have a special board meeting on Monday, May 16th, 2022 at 5:30pm to discuss the Library Strategic Plan.

c. Friends of the Library

Discussion took place regarding the steps that must be taken to establish a Friends of the Library group.

d. Library Director Search Committee Report

Treasurer Hatchett was not available to give the report.

e. FosterSwift Hourly Billing Rate Increase

Secretary Rutherford made a motion to allow our Madam Chair to enter into conversations with our current attorney in regards to the increase in the hourly billing rate, supported by Vice Chair Brinker Marion.

Motion Passes by unanimous consent.

X. New Business

a. 2022-2023 Library Budget – First Read

Mr. Harden, the library's accountant, presented the first draft of the 2022-2023 Library budget.

b. Bylaws of the PPL Board of Trustees, Ethics, and Censorship

Secretary Rutherford gave a presentation on the Bylaws of the Pontiac Public Library Board.

Secretary Rutherford gave notice that the Pontiac Public Library Board Bylaws need to be amended, seconded by Vice Chair Brinker Marion

Motion Passes by unanimous consent.

XI. Chair's Report

Chairperson Richardson presented her report.

XII. Interim Library Director's Report

The interim director presented his report.

XIII. Board Member Comments

Chair Richardson made a motion that the Chair be allowed to procure a parliamentarian for the Board meeting when deemed necessary, supported by Trustee Allen

Motion Passes by unanimous consent.

XIV. Adjournment

Meeting was adjourned