

**The Grosse Pointe Public Library**  
**Minutes of a Regular Meeting of the Board of Trustees**  
**July 27, 2017**

There was a planned meeting of the Grosse Pointe Public Library Board of Trustees at the Grosse Pointe Shores Council Chambers, 795 Lake Shore Rd., Grosse Pointe Shores, Michigan on July 27, 2017. The meeting was called to order at 6:30 P.M. by Liz Vogel, President. Present were Trustees Liz Vogel, Sandy MacMechan, Paul Rentenbach, George Lapastora, Robert Klacza and Gregory Ulrich. Kim Valice arrived at 6:33. Jessica Keyser, Library Director, was present.

### **Approval of Agenda**

Robert Klacza moved to approve the agenda and Sandy MacMechan supported. The motion was approved by a vote of 6-0.

### **Approval of the June 22, 2017 Regular Board Meeting Minutes**

Sandy MacMechan made a motion to approve the June 22, 2017 Regular Board Meeting Minutes as amended with a correction and George Lapastora supported. The motion was approved by a vote of 6-0.

### **Library Director's Report**

Library Director Jessica Keyser informed the Board HVAC work is on schedule. The Library has been closed three weeks and is on track to reopen September 15, 2017. The Siemens project manager has been on site daily and Siemens has been great.

Letters about Literature is an annual contest sponsored by the National Center for the Book at the Library of Congress. Grosse Pointe fourth grader, Claire Juip, won and selected the Grosse Pointe Library to receive the \$250 reading promotion grant. State Librarian Randy Riley and Library of Michigan Youth Services Coordinator Cathy Lancaster will be in attendance at our October board meeting to make a formal presentation to Claire. The Library looks forward to the opportunity to thank and honor Claire and her family!

The Library continues to move forward with the Strategic Plan. The Library has already met some goals such as upgrading circuits for faster Wi-Fi service; Librarians have been in all community parks conducting summer reading programs; recruiting for new staff positions will begin soon.

### **Presentation of Investments by Matt Swegles**

Matt Swegles provided updated account allocations for Library investments. The Library is restricted to publicly traded bonds and is in a very safe spot. Interest rates range from 2-4% in lower yielding government bonds. Mr. Swegles hopes to reallocate some funds once the Fed allows.

### **Action Items**

**Officer Elections.** Paul Rentenbach reviewed the nominations for Board Officers made at the June 22, 2017 Board Meeting-Liz Vogel for President, Robert Klacza for Vice President, Paul Rentenbach for Treasurer and Sandy MacMechan for Secretary. Liz Vogel asked for further nominations and there were none. Robert Klacza moved to approve the Board Officer nominations and Kim Valice supported. The motion was approved by a vote of 7-0.

**Approval of Monthly Check Register.** The Director reviewed the check register. Paul Rentenbach moved to approve the monthly check register and Sandy MacMechan supported. The motion was approved by a vote of 7-0.

**Approval of Contract to Continue Services with Strategiz.** The Director presented a contract from Strategiz to continue the firm's involvement in implementing the strategic plan. Sandy MacMechan moved to approve the contract and Greg Ulrich supported. Sandy MacMechan introduced the idea to have Strategiz monitor progress of the strategic plan, saying there should be some oversight. Liz Vogel agreed. Greg Ulrich disagreed saying the Library Director should monitor the implementation of the strategic plan. Mr. MacMechan agreed but thought there should be oversight to ensure goals are being met. Library Director Jessica Keyser added the extension with Strategiz would provide the Library with guidance and the best chance for success. Mr. Ulrich would like the contract to contain language regarding termination of the

contract. Steve Schwartz, Labor Attorney contracted by the Library, gave guidance on the wording of the motion. Sandy MacMechan moved to approve the contract extension with Strategiz provided the contract will allow termination, at will by either party, any quarter, upon 30 days written notice with compensation pro-rated for each quarter and Liz Vogel supported. The motion was approved by a vote of 6-1.

**Approval of MI Library Card.** Library Director Jessica Keyser described the MI Library card program to the Board. The program is an easy way for the Library to share resources. It allows patrons from participating libraries to check out print material. Participating libraries can limit number of items checked out and restrict new items from being checked out. Sandy MacMechan moved to approve participation in MI Library card program and Greg Ulrich supported. The motion was passed by a vote of 7-0.

**Approval of Meeting Room Location for August 24, 2017 Board Meeting.** Central Library will not be open in time for the August 24, 2017 Board Meeting. Robert Klacza moved hold the August 24, 2017 Board Meeting at Ewald and Sandy MacMechan supported. The motion was passed by a vote of 7-0.

**Approval of Siemens Change Order.** Jessica Keyser advised the Board when asbestos was removed for the HVAC work it left no insulation. In order to run the air system while the Library was open temporary insulation had to be installed. Siemens also determined the Cable Feeder needed to be removed and replaced. The cost for both items is \$19,520.00. Liz Vogel moved to approve the Siemens change order and Sandy MacMechan supported. The motion was approved by a vote of 7-0.

### **Information and Discussion**

**Finance Report:** Library Director, Jessica Keyser, presented the financial statements to the Board for discussion. Ms. Keyser stated July's financial statements will show the combined capital and general funds.

**Committee Reports:** Liz Vogel informed the Board committee requests and assignments will be made in August.

### **Friends of the Library Report**

Joanne Dennis shared the Friends activities including upcoming book sales and participation in Village Fest. Friends have donated 107% of budgeted amount to the Library.

### **Grosse Pointe Library Foundation Report**

None.

### **Old Business**

Paul Rentenbach asked for an update on Central lighting project. The Director responded that fixtures have been ordered and are being manufactured. The lighting installation is not expected to extend the closure of Central.

### **New Business**

Paul Rentenbach moved to amend the agenda so public comments could be heard before the Board entered closed session and Greg Ulrich supported. The motion passed by a vote of 7-0.

### **Public Comments**

Ed Hill, President of Friends of the Grosse Pointe Library, has been a Grosse Pointe resident for 20 years. He was also the Treasurer of the Millage Campaign for the Library. Mr. Hill, husband of Central Outreach Librarian Kathleen Gallagher, reminded the Board the millage was proposed to maintain Library operations not to make cuts. The staff is the most important part of the Library-they are involved in the community and known by the community. Mr. Hill says there is a level of anxiety in the staff he hasn't seen since 2004. Mr. Hill expressed concern about open labor negotiations at the start of a millage campaign. Mr. Hill implored the Board to reassure staff and added the staff wants the Library to succeed and wishes to avoid animosity.

Joanne Dennis shared her support for the staff saying they are amazing. Mrs. Dennis added staff knows Library patrons and their children by name. She is proud to be involved with this staff.

Mary Lynn Martin remarked the Board has a lot of relatively new members and wonders if they realize

the potential of the Library staff. The staff is a great resource for the Library and Ms. Martin would like to encourage the Board to learn more about their potential.

### **Comments by Trustees**

Sandy MacMechan appreciated seeing an article in the Grosse Pointe News regarding the change of time and place for the July 27, 2017 Board meeting and would like to see that type of communication with the community continue. Sandy would like to see an article updating the HVAC work and what it will mean for the Library. He also recommended a reopening party should be planned.

Sandy MacMechan then gave praise to Library Director Jessica Keyser by quoting the King James Bible about patience. Mr. MacMechan was impressed with Director Keyser's perseverance and patience at the Strategic Plan presentation, to the Friends of the Library and Library Foundation Board. Mr. MacMechan would like the Board to receive materials in advance when a presentation is scheduled.

### **Enter Closed Session to Discuss Labor Negotiations**

Elizabeth Vogel moved to enter closed session to discuss labor negotiations and Greg Ulrich supported. The motion passed by a vote of 7-0.

### **Adjourn Closed Session and Return to Public Meeting**

### **Announcements of Future Meetings of the Board**

Elizabeth Vogel announced the next regular meeting of the Board will be held on Thursday August 24, 2017 at the Ewald Library at 6:30 P.M.

Upon motion made and seconded, the meeting was adjourned at 8:00 P.M.

Respectfully submitted,

---

Sandy MacMechan