

The Grosse Pointe Public Library
Minutes of a Regular Meeting of the Board of Trustees
August 18, 2016

There was a planned meeting of the Grosse Pointe Public Library Board of Trustees at the Central Library, 10 Kercheval Ave., Grosse Pointe Farms, Michigan on August 18, 2016. The meeting was called to order at 7:00 P.M. by Elizabeth Vogel, President. Present were Trustees Elizabeth Vogel, Robert Klacza, Sandy MacMechan, Greg Ulrich, George Lapastora and Paul Rentenbach. Kim Valice was excused. Jessica Keyser, Library Director and Peggy Kitchel, Assistant Library Director, were present.

Treasurer Oath of Office

Elizabeth Vogel administered the Treasurer's Oath of Office to George Lapastora.

Approval of Agenda

Robert Klacza made a motion to approve the agenda as modified and George Lapastora supported. The agenda was approved by a vote of 6-0.

Approval of the Minutes of the July 21, 2016 Regular Board Meeting Minutes

Robert Klacza moved to approve the minutes of the July 21, 2016 regular board meeting and George Lapastora supported. The minutes were approved by a vote of 6-0.

Interim Director's Report

Peggy Kitchel, Interim Library Director, reported the Library has been busy with summer reading. Participation in Summer reading has increased since using Beanstack, summer online reading program, this year for the first time. The Level Up group read *My Side of the Mountain* this summer and ended with a trip to the Detroit Zoo.

Director's Report

Jessica Keyser, Library Director, stated she is settling in at the Library and has been graciously welcomed. Greg Ulrich asked about separating the Library database from the schools according to the Library Privacy Act. Library Director Jessica Keyser responded she will seek an opinion from outside counsel as well as look at creating a formal policy.

Action Items

Monthly Check Register. The Interim Director reviewed the check register. Paul Rentenbach moved to approve the monthly check register and Robert Klacza supported. The motion was approved by a vote of 6-0.

Information and Discussion

Finance Report: The Library Interim Director, Peggy Kitchel, presented the financial statements to the Board for discussion. All budget lines are doing well. Paul Rentenbach asked whether the audit was completed. Peggy Kitchel responded the auditors are done with their work at the Library. Lisa Manetta of Plante Moran may present the audit at the September Board meeting.

Property Tax Revenue Limitations: Paul Rentenbach presented information to the Board on property tax revenue. Discussion about the millage levy followed.

Committee Reports: None.

Friends of the Library Report

Joanne Dennis reported Fall is a busy time for the Friends. September 25-October 1 is

National Banned Book week. The Friends are planning displays at all three Libraries. The Halloween costume sale is Saturday October 1st and costumes are being collected now. The next book sale will be at Ewald September 15-19th. The Friends have author talks scheduled for October 6th and October 19th.

Grosse Pointe Library Foundation Report

Jennifer Bingaman, Library Foundation Director, advised the Board the Foundation audit is behind schedule but will be presented at the September 22, 2016 Library Board meeting. September 15th is the first Foundation Board Meeting of the new fiscal year.

Old Business

None.

New Business

Transfer of Endowment to Foundation. Jessica Keyser read a letter from Library Foundation asking to transfer administration of endowment fund from the Library to the Foundation as the Foundation is the fundraising arm of the Library. Paul Rentenbach moved to transfer the endowment to the Foundation and George Lapastora provided support. Greg Ulrich moved to table the transfer until further information, such as restrictions on the fund and the correct financial amount to be transferred, was available. Paul Rentenbach withdrew his motion.

Approval of Committees. Information on proposed Board committees was provided in the Board packet. Greg Ulrich moved to approve the Standing Committees with the removal of Building and Facilities, Arts, and Public Relations and Communications and Paul Rentenbach supported. Some discussion followed. The motion was approved by a vote of 6-0.

Trustee Committee Assignments. The Finance and Development Committee will include George Lapastora, Sandy MacMechan and Paul Rentenbach. The Personnel Review Committee will include Bob Klacza and George Lapastora. The President of the Board is a de facto member of every committee. Discussion followed regarding participation by community members on committees. Gregory Ulrich moved to include community members for participation without voting privileges on Finance and Development, Strategic Planning and Millage Committees and Robert Klacza supported. The motion was approved by vote of 5-0 with Sandy MacMechan abstaining.

Board Appointments to the Foundation. Robert Klacza, Paul Rentenbach and Sandy MacMechan have been the appointed Trustees to the Grosse Pointe Library Foundation Board for 2015-16. Sandy MacMechan moved to approve the same appointments for 2016-17 and Gregory Ulrich supported. The motion was approved by a vote of 6-0.

Discussion of Millage Rate. Paul Rentenbach advised the Board of the current additional millage rate of .53. This rate has been sufficient for debt service but the public did approve the rate up to .6995. Mr. Rentenbach added the Library has withheld filing form L-4029 in anticipation of debating raising the millage rate. A discussion ensued. The decision was made to revisit this idea next year. Paul Rentenbach moved to file Form L-4029 with all applicable parties and George Lapastora supported. The motion was approved by a vote of 6-0.

Public Comments

George McMullen informed the Board that a mill is roughly 2.5 million dollars. Mr. McMullen added he would like to be on the Library Millage Committee. Joanne Dennis expressed concern over the elimination of the Public Relations and Communications Committees, adding she feels more should be done in these areas. The Board responded that Library Administration would take care of this.

Comments by Trustees

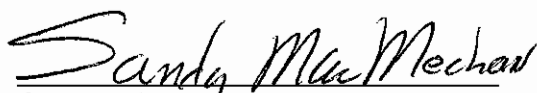
Paul Rentenbach informed the Board he would like Library Director Jessica Keyser to join the Grosse Pointe Rotary. The Library will pay the fee. George Lapastora said it is his first time at Central and he thinks it looks great. Elizabeth Vogel thanked Interim Director Peggy Kitchel for affecting a smooth transition for the new Library Director.

Announcements of Future Meetings of the Board

Elizabeth Vogel announced that the next regular meeting of the Board will be held on September 22, 2016 at the Central Branch at 7:00 P.M.

Upon motion made and seconded, the meeting was adjourned at 8:08 P.M.

Respectfully submitted,


Sandy MacMechan