

**The Grosse Pointe Public Library**  
**Minutes of a Regular Meeting of the Board of Trustees**  
**February 23, 2017**

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 February 23, 2017. The meeting was called to order at 7:00 P.M. by Liz Vogel, President. Present were Trustees Liz Vogel, Robert Klacza, Sandy MacMechan, Paul Rentenbach and Gregory Ulrich. George Lapastora and Kim Valice were excused. Jessica Keyser, Library Director, was present.

**Approval of Agenda**

Robert Klacza made a motion to approve the agenda and Sandy MacMechan supported. The agenda was approved by a vote of 5-0.

**Approval of the January 26, 2017 Regular Board Meeting Minutes**

Sandy MacMechan made a motion to approve the January 26, 2017 Regular Board Meeting Minutes and Robert Klacza supported. The motion was approved by a vote of 5-0.

**Library Director's Report**

Library Director Jessica Keyser spoke about Michigan Activity Pass and the Library's continued participation in the program. This program allows patrons free or discounted passes to hundreds of attractions in Michigan with a valid library card. Grosse Pointe Library has been participating in the program for many years. New heaters have been installed in public restrooms at Central where there had been no direct heat since floor heating was removed years ago. Sandy MacMechan expressed concern about this problem as well as other mechanical systems at the Libraries. The Director explained the previous Maintenance Coordinator was on extended medical leave before retiring. A new Maintenance Coordinator will be in place by April and problems of this sort will be better managed.

**Action Items**

**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 5-0.

**Information and Discussion**

**Finance Report:** Library Director, Jessica Keyser, presented the financial statements to the Board for discussion. The Library is 66% through the fiscal year. Elizabeth Vogel praised the Director for excellent work on the finance report. Paul Rentenbach would like the Library to consider using assets for further investments. Elizabeth Vogel would like to be sure there weren't barriers to getting funds and Ms. Keyser added the Library should finish the Strategic Plan first. Bob Klacza talked about needing funds to last until the tax revenues from the municipalities are paid. Sandy MacMechan advised Matt Swegles be invited to discuss this idea with the Board.

**Committee Reports:** Elizabeth Vogel, Paul Rentenbach and Ed Hill, Vice President of the Friends of the Grosse Pointe Library, met with Steve Schwartz, Library attorney, and had a fruitful discussion.

**Friends of the Library Report**

Joann Dennis informed the Board about upcoming Friends' events. Mrs. Dennis reported the recent used book sale at Woods made \$2,375.50 before taxes and the bookstore made \$877.00. There was some discussion about communication with the schools regarding programs. Greg Ulrich noted that graphics on the Friends' flyers is very well done.

**Grosse Pointe Library Foundation Report**

Library Director Keyser presented the Foundation 2017-2018 budget. There was some discussion. Paul Rentenbach moved to approve the 2017-2018 Foundation budget and Sandy MacMechan provided support. The motion passed by a vote of 5-0.

**Old Business**

Library Director Jessica Keyser advised the Board electrical engineering plans have been received and a Request for Proposals sent out for bids to replace HVAC system at Central. Some concerns were expressed by contractors on the walk-through. Because of this the Director does not have a recommendation for the Board. There was discussion about the problems and Elizabeth Vogel recommended a peer review of the mechanical engineering plans. Robert Klacza moved to approve hiring a firm to conduct a peer review of the plans and Paul Rentenbach provided support. The motion passed by a vote of 5-0.

**New Business**

Jessica Keyser reported plans for new furniture in the Administration area was budgeted for \$60,000 but a bid was received for \$48,515.97. Elizabeth Vogel moved to approve the bid for \$48,515.97 and Robert Klacza provided support. The motion passed by a vote of 5-0.

**Public Comments**

None.

**Comments by Trustees**

Sandy MacMechan mentioned Robert Klacza take part in Eyes for Design show at the Ford House in June. Elizabeth Vogel added an article featuring Jessica Keyser in the Grosse Pointe Times is on display in the main public area of Central and framed pictures of the Board will soon follow.

**Announcements of Future Meetings of the Board**

Elizabeth Vogel announced the next regular meeting of the Board will be held on Thursday March 23, 2017 at the Central Branch at 7:00 P.M.

Upon motion made and seconded, the meeting was adjourned at 8:15 P.M.

Respectfully submitted,



Sandy MacMechan