

The Grosse Pointe Public Library
Minutes of a Regular Meeting of the Board of Trustees
October 27, 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 October 27, 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, George Lapastora, Paul Rentenbach and Kim Valice. Greg Ulrich was excused. Jessica Keyser, Library Director, was present.

Approval of Agenda

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

Approval of the Minutes of the September 22, 2016 Regular Board Meeting Minutes

Robert Klacza moved to approve the September 22, 2016 regular board meeting minutes and Sandy MacMechan supported. The minutes were approved by a vote of 6-0.

Plante Moran Audit Presentation 2015-2016

Lisa Manetta of Plante Moran presented the Board with the final 2015-2016 audit. Plante Moran's opinion of the audit is unqualified. The General Fund has increased over the last 4 years which is positive and revenue increased 4.5% which is mostly related to property taxes.

Raymond James Annual Investment Report

Matt Swegles presented the Board with the Annual Investment Report. Portfolio is up 2.3% YTD which is very positive in this economic climate and should increase over time.

Library Director's Report

Jessica Keyser, Library Director, reported there have been two meetings of the HVAC committee to discuss plans for Central. There have been exciting additions to the Tool Library including leaf blowers and Therapy Light Boxes used to treat Seasonal Affective Disorder (S.A.D.). The Director is continuing one-on-one meetings with staff. The Library mixer was a smashing success. *Authors to the Pointe* were a sell-out with nationally recognized authors Paula McLain and Willing. Thanks to the Friends of the Library for their support. Thanks to all of the staff who work to make these programs happen!

Action Items

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

New Computers for Ewald. A request to update computers at the Ewald Library was approved in the 2016-2017 budgets. Three quotes were obtained to replace the 35 computers needed for the staff and public areas. The Director asked the bid from *newegg Business* be approved for 35 HP Desktop PC ProDesk 400 G3 at a price of \$12,284.65 total. Robert Klacza moved to approve the bid from *newegg* and Paul Rentenbach supported. The motion was approved by a vote of 6-0.

Proposal for RFP Facilitator. Library Director Jessica Keyser advised the Board bids were solicited from several firms to facilitate writing a new Strategic Plan for the Library. One highly recommended firm, Strategize, submitted a bid. The Director asked the Board to approve the bid from Strategize with a cost of \$32,000. Robert Klacza moved to accept the bid from Strategize and George Lapastora supported. The motion was approved by a vote of 6-0.

Information and Discussion

Finance Report: Library Director, Jessica Keyser, presented the financial statements to the Board for discussion. All budget lines are doing well. Paul Rentenbach asked why line 0150 hasn't been transferred from the Capital Projects fund. The Director replied Elizabeth Meakem, Library Financial Coordinator, follows

guidance from Plante Moran. Library Director Keyser will look into this.

Committee Reports: Strategic Planning Committee, Jessica Keyser, Liz Vogel and George Lapastora, met. The committee thanked the Board for approving Strategize. The committee believes this will move the Library forward.

Friends of the Library Report

Joanne Dennis reported the Friends had a very successful month. *Terror in the City* of Champions and *Still Missing* author talks were well attended. *Authors to the Pointe* was very enjoyable. The Friends will be passing out books at Trick or Treat in the Village. Last year over 1600 books were distributed. The Friends are donating books to Osborne High School in Detroit.

Grosse Pointe Library Foundation Report

None.

Old Business

Ewald Youth Lights. At the September Board meeting the Board asked Library Director to obtain three bids for the Finelight HP4 Lighting system at Ewald. Three bids were submitted and the Director asked the Board to approve an electric company to do the work. Robert Klacza moved to accept the bid from Centerline Electric for \$14,700 and Sandy MacMechan supported. The motion passed with a vote of 6-0.

New Business

Books on the Lake. Sandy MacMechan questioned the choice of authors for Books on the Lake 2017. Sandy MacMechan inquired as to why the line-up of National, State and Local authors was changed this year and why it was done without what he felt was the necessary transparency. Library Director Jessica Keyser and staff stated that the line-up was always changeable and selection of authors depends on many factors including availability, cost and public interest. Discussion followed. Board President, Elizabeth Vogel stated the Library Board is a fiduciary board and responsibilities do not include Library programming.

Public Comments

Sue Steiger commented she enjoyed the two author visits the Friends sponsored, especially as they were both Michigan authors. Ms. Steiger added Authors to the Pointe was great.

Comments by Trustees

George Lapastora invited the Board and the public to witness a naturalization ceremony at the GP War Memorial. On November 10th at 11 A.M. 40 people will become citizens of the United States. Mr. Lapastora added he is excited to work with Strategize as he believes a new strategic plan will strengthen the Library.

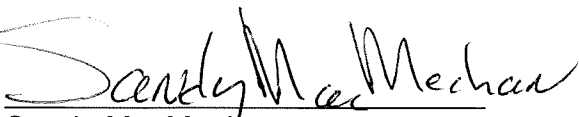
Liz Vogel congratulated Jessica Keyser for jumping into the deep end at the Library and getting things accomplished.

Announcements of Future Meetings of the Board

Elizabeth Vogel announced the next regular meeting of the Board will be held on Thursday November 17, 2016 at the Central Branch at 7:00 P.M.

Upon motion made and seconded, the meeting was adjourned at 8:01 P.M.

Respectfully submitted,


Sandy MacMechan