

## MacDonald Public Library Board of Trustees Meeting

Join via Zoom:

<https://zoom.us/j/93708209686?pwd=bXhsRWc4OUZPSVZxV0R1UStXb2JNQT09>

Meeting ID: 937 0820 9686 Passcode: board To join via phone: 1-646-558-8656

Notice is hereby given that the regular Library Board meeting will be held virtually by Zoom. Public participation will be allowed. This change is in accordance with Governor Whitmer and the Michigan Department of Health and Human Services' recommendation designed to help prevent the spread of the Coronavirus Disease 2019 (COVID-19) and in compliance with Michigan Public Act 228 of 2020.

<http://michigan.gov/coronavirus> or <http://www.cdc.gov/coronavirus>

### MINUTES

APRIL 28,

2021

#### I. Call to Order

Meeting was called to order at 8:00 pm by Weins

Members present via videoconference call (from New Baltimore) – Weins, Steffey, Miiller, Duhaime, Lisica

Library Director present via videoconference call (from Warren) – Parij

Assistant Director present via videoconference call (from Chesterfield Twp) – Goike

Children's Librarian present via videoconference call (from Macomb Twp) - Marra

#### II. Approval of Agenda

Motion made by Steffey, 2<sup>nd</sup> by Duhaime to approve minutes as presented. Motion approved.

#### III. Approval of Minutes

a. General Meeting Minutes - March 24, 2021

Motion made by Steffey, 2<sup>nd</sup> by Miiller to approve minutes as presented. Motion approved.

b. Committee of the Whole Minutes - April 7, 2021

Motion made by Miiller, 2<sup>nd</sup> by Steffey to approve minutes as presented. Motion approved.

Public Discussion: this is an opportunity to comment on items that are not on the agenda.

Comments need to be addressed to the board.

No public was present.

#### IV. Reports

a. **Monthly Expenses and Revenues** – as of 4/15/21

Motion made by Weins to accept and file financial report with 2<sup>nd</sup> by Steffey. Motion approved.

b. **Monthly Fund Report – City**

Report received dated 04/23/2021 for the period ending 04/30/2021.

c. **City Treasurer report - March 2021**

Active Investments by Fund/Type, the Interest Balances and the Cash Summary by Account reports were received dated as of March 31, 2021.

#### V. Business

a. **Old**

i. Discussion of Library Board's resolution to work with City Council regarding a transition to Section 10a

1. Discussion of millage rate

No new updates were available from interaction with city on these issues.

- ii. Discussion of library operating hours  
Per Director's report there will be experimental changes made to weekend hours. Friday and Saturday hours will be 11:00 to 6:00 based on data collected from the current hours. Demand for services develop toward the end of the day based on examination. Board members felt an evaluation was appropriate based on the data.

b. **New**

- i. Discussion/approval of engaging Foster Swift as legal counsel  
Hiring of legal counsel was presented by Parij with additional background by Weins regarding the steps needed to address the Section 10a strategy. Letter was received from FosterSwift represented by Anne M. Seurnyck outlining their services. Motion made by Miiller, 2<sup>nd</sup> by Lisica for the library to engage their services and for Parij to sign their service agreement. Motion approved.
- ii. Discussion/approval of engaging Meristem Advisors as financial advisor  
Engagement of a financial consultant was presented by Parij with supplement background by Weins to hire Meristem Advisors represented by James Rachlin. Their scope of services is to evaluate the economics, merits and consequences of of pursuing a millage. Motion made by Miiller, 2<sup>nd</sup> by Lisica to accepted their proposal of service and for Parij to sign their agreement. Motion approved.
- iii. Discussion/approval of building audit proposal from Thompson Phelan Group  
In pursuing the Section 10a strategy, Parij noted the need to address the physical condition of the library and future needs. Thompson-Phelan Group represented by Brian Van Peteghem is presenting the technical services needed to do a field review of the building, outline a long term maintenance schedule and associated costs. Motion made by Lisica, 2<sup>nd</sup> by Miiller for Parij to sign the proposal presented. Motion approved.

VI.

**Announcements, Information, Etc.**

- a. COVID Operations Update  
Staff shortage has required adjusting hours, Grab & Go continues, limit visiting hours  
Current situation will continue until Memorial Day and be re-examined at that time..
- b. Director's Report  
Maria Gardella (Adult Services Librarian) has resigned as of April 26<sup>th</sup>.  
Two new shelvers were hired -- Michelle Plott and Dominic Monacelli.
- c. Children's Room News – K. Marra  
Many outdoor programs were held. Storytime at Burke Park, Teddy Bear Picnic at Burke Park.  
Grab and Go crafts continue as well as Storytimes with Head Start groups. The library will be joining with the Recreation Department for a dog themed program.
- d. Other

VII. **Adjourn**

Motion made by Duhaime to adjourn, 2<sup>nd</sup> by Miiller. Motion approved at 9:25 pm

**Next meeting date: May 26, 2021 at 7:30 PM**