

**SOUTHFIELD PUBLIC LIBRARY BOARD**  
**Minutes of the REGULAR MEETING**  
**From WEDNESDAY MAY 7, 2014, 7:30 PM**  
**SOUTHFIELD ROOM**

**I. CALL TO ORDER** – The meeting was called to order at 7:31 by board president Deborah Evans

Present: board members Deborah Evans, Euni Rose, Carole McCollough, Laura Mancini.  
Staff present – City Librarian David Ewick, Deputy City Librarian Mary Beall.  
Guests – Acting City Administrator Fred Zorn

**II. APPROVAL OF MINUTES**

A motion to approve the minutes of the regular meeting of April 9, 2014, was made by Carole McCollough. Support by Euni Rose. Motion Carried 4-0

**\*\* ELECTION OF OFFICERS**

Nominating Committee Chair Carole McCollough presented the following slate of officers:

President – Euni Rose  
Vice President – Carole McCollough  
Secretary/Treasurer – Laura Mancini

There were no nominations from the floor. A motion to approve was made by Carole McCollough. Support by Laura Mancini. Motion Carried 4-0

**III. REQUEST TO ADDRESS THE BOARD**

Acting City Administrator Frederick Zorn, Jr. was the board's guest. Zorn began by complimenting the board and staff on the wonderful library building and atmosphere. He noted that the Library is a great asset for Southfield, and has been a good investment.

Discussion centered on the changes coming throughout the City, especially those relating to the Library. Zorn would like to see a more uniform adoption of great customer service being provided (what he termed 'the Disney touch'). He would like to create various "one stop" points of contact for City services so that vendors and citizens need not run from office to office to accomplish their goals. He wants to re-think levels of service provided, and levels of education needed to do some positions; and noted that Southfield pays approximately 56 cents in benefits for every dollar of pay. He sees the City as moving to multi-year budgeting and plans to review union contracts in light of "what works" for us; "what doesn't work"; and "what do we need."

Board members asked about filling some of the vacant positions. Zorn stated that those positions which are currently on the manning tables can be filled, and that he has spoken to Human Resources about moving to post the positions of Library Administrative Assistant and Adult Services Coordinator. When asked if the Library can go outside the pool of current City staff, Zorn said that the positions will have to be posted internally first, but then can go outside if there are no qualified candidates who apply from within.

Zorn also discussed the needs for the Library to create a Capital Improvements Plan and agreed that such work is important to be undertaken to maintain the community's investment in the Library.

Ewick brought up that he and Zorn have been discussing public art, and that a future subject of conversation could be how the Library can participate in the creation of public artworks.

#### **IV. TREASURER'S REPORT**

##### **A. Revenue & Expenditure Report for April, 2014 –**

City Librarian Ewick told the board that the library's finances are still on target. 88% of the expected revenue has been received. (\$6,500,726.40) Penal fine funds will probably not be received before the next fiscal year. An additional investment income payment and another contractual payment from Lathrup Village are the major sums still to be received.

So far only 65% of the budget has been expended, with the only large costs still to come out of this budget year are those associated with the building bonds. (\$1.5 million)

A motion to accept the treasurer's report was made by Carole McCollough. Support by Laura Mancini. Motion Carried 4-0

#### **V. REPORTS**

- A. Junior Library Board – Ewick noted that an application has been sent to the Mayor's office for approval of Kathryn Stinson to be the next junior library board member.
- B. Deputy Librarian Mary Beall presented her report on building and staff issues.

#### **VII. OLD BUSINESS**

- A. Library Trustee Business Cards – Outreach submitted mock-ups for board approval. Cards will be ordered for those who want them.
- B. Vending Machines at the Library – Discussion tabled until next meeting.
- C. Gift Policy – Legal Dept. recommendation – No response has been received from the legal department. Tabled until next meeting.

#### **VIII. NEW BUSINESS**

- A. Summer meeting schedule – Ewick suggested that the board meet in June, but cancel the July and August meetings unless there is pressing business. The board discussed the suggestion but decided to keep the meetings as scheduled with the option to cancel any unnecessary meeting as it comes up.
- B. Review of student library users policy – Tabled until next meeting.

#### **IX. ALL OTHER BUSINESS**

- A. Programming – Several upcoming programs were noted.
- B. Correspondence / Articles – Ewick shared some articles with the board.
  - a. How the Public Library is a Refuge for the Restless Mind – Nancy Scola
  - b. Birmingham library bond issue raises question of role of libraries – Bill Laitner
- C. Other –
  - a. WXYZ television station made a FOIA request for 2014 Incident Reports that included alcohol or drug use, sex, or physical violence. Ewick reported that there were no such incidents in the library in 2014.
  - b. Banned patron Durrelle Williams has filed an EEOC complaint against the library which is being handled by the City's Legal offices.
  - c. Debby Wawrzyniak sent a thank you note to the board for the retirement gift, which was shared.

**X. PUBLIC COMMENTS** – There were no public comments at this meeting.

**XI. ADJOURNMENT** – The meeting was adjourned at 9:30 pm.

**NEXT SCHEDULED MEETING: WEDNESDAY, JUNE 18, 2014 at 7:30 PM**