

**SOUTHFIELD PUBLIC LIBRARY BOARD
REGULAR MEETING AGENDA
WEDNESDAY December 14, 2016, 7 PM
SOUTHFIELD ROOM**

Present: Cohen, Mancini, McCollough (via phone, non-voting), Rose, Selman
Staff: Beall, Ewick

- I. CALL TO ORDER: The meeting was called to order by President Laura Mancini at 7:05 p.m.
- II. AGENDA: Dave Ewick amended the agenda to add E. Director's Report under the Reports section.

Motion by Rose, supported by Selman.

RESOLVED: that the agenda of the regular Library Board Meeting be approved.

Ayes: Cohen, Mancini, Rose, Selman

Nays: None

III. APPROVAL OF MINUTES

Regular Meeting of November 9, 2016: Laura Mancini amended the section E. President's Report to read: **Library staff members are encouraged and welcome to attend board meetings as the meetings are open to anyone. When there is disagreement between the Library Director and a staff member over a recommendation that has made to the Library Board for its consideration, those disagreements need to be resolved between the parties. It is not the role of a Library Board to mediate or otherwise intervene in such matters.**

Mr. Ewick read the following Response to Presidents Report:

After thinking about the statements made at the last board meeting I felt it important to note a couple things.

I think there were some misconceptions about the staff report on the proposal to change the meeting room policy. Because I knew the issue was a complex one, I asked Kelly Rembert to gather the thoughts of the team and bring them to the Board meeting.

Kelly was operating under my request, not trying to blindside me.

I do not want staff to be prevented or discouraged from feeling they can attend board meetings and can make presentations.

I understand (and appreciate) the desire of the board that staff not undermine the director (whomever they may be). But I also value and encourage the thoughts of the management team, even when it disagrees with my own.

The important distinction to me is: I understand & agree that mutiny is bad, but dissention can be positive. This dissention was invited / requested.

I feel this is an opportunity for growth, so have begun researching Best Practices we could review for better board/staff communication. There's a lot to be found, and I propose that we undertake some board training to identify and adopt procedures for staff/board communication.

Motion by Cohen, supported by Selman

Resolved: that the minutes of the regular Library Board meeting of November 9, 2016 be approved as amended.

Ayes: Cohen, Mancini, Rose, Selman

IV. REQUESTS TO ADDRESS THE BOARD

- A. Sharon Kelly-Person - COSA
- B. Fred Zorn – City Administrator

The guests did not attend the meeting; no report.

V. TREASURER'S REPORT

- A. Revenue and Expenditure Reports for November 2016 - Mr. Ewick reported that all expenditures are within normal operating levels. Little revenue has been received but that is also normal for this point in the fiscal year.
- B. Fiscal Year 2015-16 update: Mr. Ewick reported that as of 12-1-16, the Library had received \$7,489,056.34 in revenues; and expended \$6,954,850.96 for the same time period, resulting in a positive year-end balance of \$ 534,205.38. No fund balance was used.

Motion by Rose, supported by Cohen

Resolved: that the Treasurer's Report of December 14, 2016 be approved as submitted.

Ayes: Cohen, Mancini, Rose, Selman

VI. REPORTS

A. Deputy Librarian's Report

Staff:

- i. AFSCME, ACS, and Management Group approved their agreements with the City; TPOAM (the vast majority of our career employees) is voting today.
- ii. Thank you to the Friends for sponsoring our Holiday lunch today. It was a great success: food was phenomenal, and we recognized employees who had been with us for 20+ years. The cups were a gift from the Friends to the staff. Special thanks to Pat Kidd and Anne Kabel for arranging the luncheon.
- iii. We hope to hire a new Clerk I this week
- iv. We have hired a new on-call Safety Officer: Janice McKeithen is a former Detroit police officer and security guard at Providence Hospital.

Building:

- i. We are having our fire suppression system inspection next week
- ii. The Safety Officers reviewed lighting and security camera needs throughout the library, including outside areas. Robin and I met with our security camera vendor to discuss adding new cameras and upgrading the existing system. We should be receiving pricing and recommendations shortly.
- iii. Dave needs to schedule a meeting with the LBA so we can discuss funding much needed lighting improvements.
- iv. Bill Johns, head of the City's Homeland Security, and Garnett Carr, the City's Risk Manager, met with Dave and me to walk through the building and make recommendations for sheltering in place during both external threats (tornado, HAZMAT, etc.) and internal threats (active shooters, etc.). Their very thorough suggestions and review will make our staff feel more prepared to handle either situation for themselves and our patrons.

B. Arts Commission –

- a. There have been concerns from a few patrons fearing that the Plexiglas LTU student project is dangerous. After discussion the board decided to keep the project for a few more weeks before having it removed.

- b. City Arts Commission member Skip Davis has been in contact with noted artist Charles McGee about possibly donating a sculpture for installation between the Library and Evergreen Road. Mr. Ewick shared some articles on McGee and asked if the board would be interested in pursuing this installation. The board embraced the idea but cautioned that no library funds could be dedicated to purchase or installation of such an artwork. They also asked if they could see a rendering of the work. Ewick will see if he can get one and keep the board updated.
- C. LBA report – A meeting will be scheduled for Jan. 2017 to fund teen light project.
- D. Friends Report – The Friends meeting was canceled. They will be working on a budget for the next few meetings.
- E. Director’s Report – Mr. Ewick noted that the Library hosted several local companies for a successful business breakfast in conjunction with the Economic Development Office, and Mr. Zorn thanked us for doing so.

VII. OLD BUSINESS

- A. Ewick noted that work is progressing to reduce and eliminate the backlog in processing of materials.

VIII. NEW BUSINESS

- A. Election of Officers: McCollough presented the slate:
 - President: Euni Rose
 - VP: Carole McCollough
 - Secretary: Terry Selman
- B. Budget: – Ewick told the board that the management team has successfully completed the development of the 2017-18 budget. Pam & Pat will input the figures to the City for review. Copies will be distributed after the personnel information has been received.
- C. Contract settlements: TPOAM voting tonight

IX. ALL OTHER BUSINESS

- A. Programming – Ewick invited board members to the annual Exploring Africa program coming up on Monday evening. Other programs in the pipeline include having journalist Curt Guyette talk about breaking the Flint water crisis story and folks from Pewabic Tile come talk about the local institution. David Maraniss is this year’s Everyone’s Reading speaker, who will discuss his book: ***Once in a Great City: A Detroit Story*** both here and in Birmingham.
- B. Correspondence/Articles
- C. Other

IX. PUBLIC COMMENTS

X. ADJOURNMENT: The meeting adjourned at 8:35

Next Southfield Public Library Board meeting is scheduled for Wednesday, January 11, 2017 at 7pm.