

Clinton-Macomb Public Library

Board of Trustees Meeting Minutes

November 19, 2008

- I. The regular monthly meeting of the Board of Trustees of the Clinton-Macomb Public Library was called to order at 5:38 p.m., November 19, 2008 in the Board Room at 40900 Romeo Plank Road, Clinton Township, Michigan. The presiding officer was Peter Ruggirello.

A quorum was present, including the following: Robert Anderson; Barbara Brown; Fred Gibson, Jr.; Michael Lotito; Elizabeth Pugh; Peter Ruggirello; Camille Silda; Sharon Zielinski and ex-officio member Larry Neal.

Guest Michael Nickerson was in attendance.

- II. **Approval of Minutes** – On a motion from Ms Pugh and seconded by Mrs. Silda the minutes of the October 15, 2008 meeting were approved.
On a motion from Mrs. Brown and seconded by Mrs. Zielinski the closed session minutes of the October 15, 2008 meeting were approved.

- III. **Treasurer's Report** – Mrs. Brown reviewed a copy of the report with the Board. The report was received and filed.

- IV. **Approval of Monthly Bills** – On a motion from Mrs. Brown on behalf of the Finance and Audit Committee the October 2008 expenditures totaling \$166,235.91 in checks and \$200,280.45 in electronic payments were approved.

Mr. Lotito and Mr. Nickerson joined the meeting at 6:01 p.m.

- V. **Public Comment** – There were no members of the public present.
VI. **Communications** – A letter will be sent to John Brennan thanking him for his support of the library over the years. The communications report was received, reviewed and filed.
VII. **Director's Report** – The director's report was received, reviewed and filed.

- VIII. **Committee Reports** –

A. *Finance and Audit Committee* – On a motion by Mrs. Silda and seconded by Ms Pugh the 2007-08 audit engagement proposal from Andrews Hooper & Pavlik PLC was approved for acceptance by Mr. Neal.

On a motion by Mr. Anderson and seconded by Mr. Lotito the 2007-08 budget was amended as presented.

IX. Other Business

- A. *Proposed changes to CIRC-4 Fines and Fees policy* – On a motion by Mrs. Brown and seconded by Ms Pugh the changes to the policy were approved as presented.
- B. *Reconsideration of Duran, Duran Greatest CD/DVD* – On a motion by Mr. Lotito and seconded by Ms Pugh the item will be retained in the library's collection. Mr. Neal will notify the customer of the decision.
- C. *Annual appointments* – A copy of the director's employment agreement will be presented at the next Board meeting; future agreements will be coordinated with the annual review. Legal counsel will be reviewed annually but not officially appointed. Mr. Neal will notify the Board of any rate changes or service issues with legal counsel.
- D. *Consultation with legal counsel to discuss privileged written legal opinion regarding Romeo Plank repaving and purchase or lease of real estate* – On a motion by Mrs. Zielinski and seconded by Mrs. Silda the Board entered into closed session at 6:58 p.m. on a unanimous roll call vote.

On a motion by Mr. Anderson and seconded by Mrs. Silda the Board returned to open session at 7:25 p.m.

Mr. Nickerson left the meeting at 7:25 p.m.

Mr. Neal will contact Mr. Nickerson and Merrill Lynch regarding investment options allowed under Public Act 20 of 1943.

- X. **Adjournment** – On a motion by Mrs. Zielinski and seconded by Ms Pugh the meeting was adjourned at 7:35 p.m.