

Clinton-Macomb Public Library

Board of Trustees Meeting Minutes

December 21, 2011

- I. **Call to Order** – The regular meeting of the Board of Trustees of the Clinton-Macomb Public Library was called to order at 6:08 p.m., December 21, 2011 in the Board Room at 40900 Romeo Plank Road, Clinton Township, Michigan. The presiding officer was Michael Lotito.
A quorum was present, including the following: Robert Anderson; Fred Gibson, Jr.; Michael Lotito; Elizabeth Pugh; Peter Ruggirello; Camille Silda; Sharon Zielinski and ex-officio member Larry Neal.
Trustee Barbara Brown was excused.
There were no guests in attendance.
- II. **Approval of Minutes** – On a motion from Mrs. Silda and seconded by Mrs. Zielinski the minutes of the November 16, 2011 regular meeting were approved.
- III. **Treasurer's Report** – Mrs. Silda 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. Silda on behalf of the Finance and Audit Committee the November 2011 expenditures totaling \$247,826.98 in checks and \$192,012.13 in electronic payments were approved.
- V. **Public Comment** – There were no members of the public present.
- VI. **Communications** – The communications report was received, reviewed and filed.
- VII. **Director's Report** – On a motion from Mr. Anderson and seconded by Mrs. Zielinski the Board authorized the serving of alcohol on library property for the 20th Anniversary celebration on March 9, 2012.
On a motion from Mr. Gibson and seconded by Ms Pugh the Board resolved to officially name Conference Room B at the Main Library in honor of John Brennan, and Conference Room C at the Main Library in honor of Robert and Cheryl Cannon, for their pivotal roles in the establishment and expansion of the Clinton-Macomb Public Library.
Mr. Neal will be meeting with Representative Anthony Forlini regarding House Bill 5201 and will attempt to set up a district meeting with Senator Jack Brandenburg regarding personal property taxes.
- VIII. **Committee Reports** –
 - A. *Finance and Audit Committee* – There was no business to report.

- B. *Nominations Committee* – On a motion from Mr. Anderson and seconded by Mrs. Zielinski the Board approved the following slate of officers for 2012:

President – Camille Silda
Vice-President – Fred Gibson, Jr.
Secretary – Elizabeth Pugh
Treasurer – Barbara Brown

The Board thanked Mr. Lotito for his service as president over the past two years.

IX. **Other Business**

- A. *MLBPH memorandum of understanding* – On a motion from Ms Pugh and seconded by Mrs. Silda the Board authorized Mr. Neal to sign the agreement upon review by the library's legal counsel.
- B. *Service policy updates* – On a motion from Mrs. Silda and seconded by Ms Pugh the Board approved updates to the following policies as presented: *CIRC-2 Loan and Renewal*, *CIRC-4 Fines and Fees*, *MGT-5 Gifts and Donations*, *MGT-6 Endowment Fund*, and *MGT-11 Study Room Use*.
- C. *Financial forecast* – The report was received, reviewed and filed.

- X. **Adjournment** – On a motion from Mr. Lotito and seconded by Mrs. Silda the meeting was adjourned at 8:34 p.m.

Approved: January 18, 2012
Elizabeth Pugh, Secretary