

**William P. Faust Public Library of Westland  
Board of Trustee Regular Meeting, Wednesday, June 15, 2022  
6123 Central City Parkway, Westland, Michigan 48185**

A regular meeting of the Board of Trustees for the William P. Faust Public Library of Westland was held on  
Wednesday, June 15, 2022, at 7:00 pm, 6123 Central City Parkway, Westland, MI 48185

**1) Call to Order and Rollcall**

The meeting was called to order at 7:00 pm by James Higgins

**Members Present:**

James Higgins – Aye  
Gayle Nicholson – Aye  
Kathryn Sample – Aye  
Jen Koralewski – Aye  
Gary Chappell - Aye

**Also Present:**

Jennifer Roth, Director  
Paula Scarlett, Administrative Assistant  
Michael McNamara, Library Attorney

**2) Action on the Agenda**

- a) Add 4a1 for Special Meeting Minutes held on June 9, 2022  
Motion to add the Minutes from the Special Meeting held on June 9, 2022

Motion by G.Chappell, supported by K. Sample

J. Higgins – Aye  
G. Nicholson – Aye  
K. Sample – Aye  
J. Koralewski – Aye  
G. Chappell – Aye

Motion Carried

- b) Add 4d1 for Building Generator  
Motion to add discussion of Building Generator

Motion by J. Koralewsk, supported by G. Chappell

J. Higgins – Aye  
G. Nicholson – Aye  
K. Sample – Aye

J. Koralewski – Aye  
G. Chappell – Aye

Motion Carried

### **3) Citizen's Comments on Agenda Items**

N/A

### **4) Business**

- a) Approval of Minutes from Regular Session, April 20, 2022  
Motion to approve the Minutes from the Regular Session, April 20, 2022

Motion by G. Nicholson, supported by J. Koralewski

J. Higgins – Aye  
G. Nicholson – Aye  
K. Sample – Aye  
J. Koralewski – Aye  
G. Chappell – Aye

Motion Carried

- a1) Approval of the Special Meeting Minutes held on June 9, 2022  
Motion to approve the Minutes from the Special Meeting June 9, 2022

Motion by G. Nicholson, supported by J. Koralewski

J. Higgins – Aye  
G. Nicholson – Aye  
K. Sample – Aye  
J. Koralewski – Aye  
G. Chappell – Aye

Motion Carried

- b) Approval of Bills for April 2022  
Motion to approve the Bills for April 2022

Motion by K. Sample, supported by G. Nicholson

J. Higgins – Aye  
G. Nicholson – Aye  
K. Sample – Aye  
J. Koralewski – Aye

G. Chappell – Aye

Motion Carried

- c) Approval of Bills for May 2022  
Motion to approve the Bills for May 2022

Motion by K. Sample, Supported by G. Nicholson

J. Higgins – Aye  
G. Nicholson – Aye  
K. Sample – Aye  
J. Koralewski – Aye  
G. Chappell – Aye

Motion Carried

- d1) Building Generator  
Requesting for RFP for the Building Generator, Companies need to provide three quotes  
1) IT Room Only  
2) HVAC & IT Room  
3) Full Building

We will discuss the RFP quotes once all the information has been submitted. The Building Generator can be added later and does not have to be included in the expansion project.

- d) PMC Update  
Representatives were not able to attend. J. Roth wants a Special Meeting on June 29 at 7 pm to discuss the following. PMC will be in attendance on June 29, 2022.
- General Contractors, No Ball Park Quotes available at this time
  - Roof is in excellent condition considering the age. Parking Lot pricing is \$30 to \$35 sq. ft.
  - Patron Surveys (2019) are worth their weight in Gold. Patrons told us what they wanted.
  - Expansion is still on target to begin at the end of August.

- e) Friends of the Library  
Staff is weeding the collection. Lots and lots of boxes are needed now!

The Inflation Buster Sale will be held in July in the Bookshop. Hard Covered books will sell for \$.50/normally \$1.00, and Paperbacks will sell for \$.25/usually \$.50.

The Farmer's Market – Kids Day will be held on July 21, 2022.

The Friends will be volunteering once again at the Blues, Brews, and BBQ on August 5 & 6

- f) Closed Session for Union Negotiation discussions  
Motion to close the Regular Meeting to discuss Union Negotiations, (7:19 pm)

Motion by G. Chappell, Support by J. Koralewski

J. Higgins – Aye  
G. Nicholson – Aye  
K. Sample – Aye  
J. Koralewski – Aye  
G. Chappell – Aye

Motion Carried

Motion to re-open the Regular Meeting (7:57 pm)

Motion by G. Chappell, Support by J. Koralewski

J. Higgins – Aye  
G. Nicholson – Aye  
K. Sample – Aye  
J. Koralewski – Aye  
G. Chappell – Aye

Motion Carried

## **5) New Business**

- a) 22-2023 Library Board Meetings and Closure Dates  
Motion to accept Calendar (Blue) for FY 2022-23 for Board Meetings, Closures, and Holidays

Motion by K. Sample, Supported by J. Koralewski

J. Higgins – Aye  
G. Nicholson – Aye  
K. Sample – Aye  
J. Koralewski – Aye

Motion Carried

## **6) Directors Report**

New Obstacle Equipment on the Lawn – With all the residents walking on the property daily, what are your thoughts on putting ground obstacle equipment? We will revisit this at a later date.

Susan Hanson and I have attended a few demos for the RFID labels. While we are out of the building, this would be an excellent opportunity to tag all Library Books. We have figured three people will process three carts a day, which can be completed in approximately three months. We have inquired, and we will be able to heat the books; it will not affect the RFID tag. This retagging of the books will cost roughly \$125,000 and is a great investment for the residents of Westland.

**7) Citizens Comments**

N/A

**8) Board Members Comments**

Hines Drive Cruise will be held on Sunday, August 28, 2022 – Gayle and Don are looking for volunteers

**9) Next Meeting Topics**

PMC Updates

**10) Adjournment**

Resolved, to adjourn the Regular Meeting at 8:11 pm.

Motion by G. Chappell, supported by J. Koralewski

J. Higgins – Aye

G. Nicholson – Aye

K. Sample – Aye

J. Koralewski – Aye

Motion Carried