

Westland Public Library  
Board of Trustee Minutes  
Wednesday, May 9, 2012  
Library Board Room

A regular meeting of the Board of Trustees of the William P. Faust Public Library of Westland, Michigan was held on Wednesday, May 9, 2012 at 6123 Central City Parkway, Westland, Michigan 48185

1. Call to Order and Attendance

Meeting called to order at 7:01 P.M. by Board Vice President Antoinette Martin

Roll Call MEMBERS PRESENT:

Antoinette Martin-Vice President  
Sheri Robinson-Treasurer  
Tim Jackson  
Mark Welch

Mark Neal-Board President-(Absent)

STAFF PRESENT:

Dr. Sheila Collins  
Sherri West-Staff (recording minutes)  
Diane Mehl-Circulation Supervisor

ALSO PRESENT:

Michael McNamara-Library Attorney

2. Action on Agenda

None

3. Citizens Comments

Robert Frorich of Westland attended the Westland TIFA Board meeting and informed the Library Board that the Library had been placed on the TIFA Board "Dream List".

3. Business

a. Approval of Meeting Minutes from April 11, 2012

RESOLVED, to approve the minutes of the April 11, 2012 regular board meeting as submitted.

Motion by: Sheri Robinson

Supported by: Tim Jackson

Name-Antoinette Martin

Name-Sheri Robinson

Name-Tim Jackson

Nam-Mark Welch

Motion – Passed

b. Approval of special meeting minutes from Saturday April 21, 2012.

RESOLVED, to approve the minutes of the special meeting on Saturday April 21, 2012 as submitted.

Motion by: Tim Jackson

Supported by: Antoinette Martin

Name-Antoinette Martin

Name-Sheri Robinson

Name-Tim Jackson

Nam-Mark Welch

Motion – Passed

c. Approval of Bills

Motion to approve bills as submitted.

Motion by: Tim Jackson

Supported by: Mark Welch

Name-Antoinette Martin

Name-Sheri Robinson

Name-Tim Jackson

Name-Mark Welch

Motion – Passed

d. Honeywell contract.

Library attorney Michael McNamara gave the board an update on the contract issues with Honeywell. He presented options to them. Did the board planned to use financing, or the Reserve Fund? If financing was chosen the board would need to show justification of the financing. Example used was as follows. With 10 year financing the board must show a 10 year guarantee.

Motion on Lighting:

Motion to accept proposed financing on the Honeywell Lighting Project. Paying \$50,000.00 cash out of previous reserves pulled from Fund Balance as a deposit. Equal payments semi-annually on the remaining balance over a 10 year period, including enclosed guarantee. Understanding that this guarantee is cancellable at any time annually.

Motion by: Mark Welch

Supported by: Antoinette Martin

Name-Antoinette Martin

Name-Sheri Robinson

Name-Tim Jackson

Name-Mark Welch

Motion – Passed

e. HVAC

Honeywell gave another presentation to the Library Board as requested on HVAC systems that need replaced and those that should be replaced.

There was much discussion by the Library Board members after Honeywell's presentation.

Tim Jackson explained to Honeywell representatives that the Library Must bid out the HVAC system work .

Goal today was to finalize the Lighting project with deposit and 10 year financing. Looking forward to paying for the HVAC with the Fund Balance.

f. Bids

Antoinette Martin read the wording for the bidding process as required under the policies here at the Library. Honeywell will provide the specs needed for the bidding process to begin.

g. Update on union vote and settlement

Library Attorney Michael McNamara stated that a union vote is scheduled for May 23, 2012 at the Baily Center. This is in accordance with the settlement agreement with AFSCME. Staff will receive a copy of the settlement.

4. Director's Report

Dr. Collins gave a brief summary of the report she had presented in the Library Board packet.

In the month of April

\*114 programs

\*1985 attending programs

\*110 New patrons

\*Circulated 30,000 items

\*3436 e-book downloads

There are new lending periods for CD's & DVD's to 7 days and 7 items checked out.

On April 16<sup>th</sup> the Library experienced a power surge/outage and caused the Library to be closed until the 18<sup>th</sup>. Causing damage to items that have to be replaced. An insurance claim has been made for these items.

Electrical upgrades in Children's and the Teen areas will be completed in May.

5. Citizens Comments

Lynn Hagmann-from the Friends of the Library questioned if the lighting included the Friends Shop Lighting also. The board told her yes it did.

John Emmerd-wanted to remind the board that Honeywell will come in and test the lighting annually to give a report back to the Library. In order to insure savings.

6. Board Member Comments

There was no comments at this time.

7. Next meeting topics

\*HVAC

\*Solicitation

\*Holiday Schedule revision due to the Library hours of operation is changing. (Look into city closings, as reference also.

8. Adjournment

RESOLVED, to adjourn meeting at 8:26 P.M.

Motion by: Tim Jackson

Supported by: Mark Welch

Antoinette Martin-Vice President

Sheri Robinson-Treasurer

Tim Jackson

Mark Welch

Motion - Passed