

Westland Public Library  
Board of Trustee Minutes  
Wednesday, June 8, 2011  
Meeting Room B

A regular meeting of the Board of Trustees of the William P. Faust Public Library of Westland, Michigan was held on Wednesday, June 8, 2011 at 6123 Central City Parkway, Westland, Michigan.

1. Call to Order and Attendance

Meeting called to order at 7:04 PM by Board President Leslie Bell

Roll Call

MEMBERS PRESENT:

Leslie Bell – President

Rebecca Kelly – Vice-President/Secretary

Duane Moody – Treasurer

Antoinette Martin

Mark Neal

MEMBERS ABSENT:

STAFF PRESENT:

Marilyn Kwik

ALSO PRESENT:

Michael McNamara - Library Attorney

2. Action on Agenda

MOTION, to add item g. Approval of Meeting Minutes from June 1 study session to business.

Motion by: Moody

Support by: Kelly

Moody – aye

Kelly – aye

Martin – aye

Neal – aye

Bell – aye

Motion Carried

### 3. Citizen's Comments

John Emmerd, Westland resident, questioned some of the information in the Observer about recent meetings and said it didn't make sense. He also stated that after sitting through the meetings, he knows some things were misquoted.

James Lenze, Director of Garden City Public Library, stated he was in attendance to answer any questions the Board might have regarding the Garden City closure.

Citizen comment cards were discussed, in particular the coupon printing software. Kristi Cooper offered to look into it.

### 4. Business

#### a. Building Needs Assessment Presentation

Mr. Hoppe from OHM was in attendance to present the report and answer questions. He stressed the importance of maintenance on all systems and surfaces, especially since the library is 15-years-old.

#### b. Approval of Meeting Minutes from May 11, 2011

RESOLVED, to approve the minutes of the May 11, 2011 regular board meeting as submitted.

Motion by: Moody

Support by: Kelly

Moody - aye

Kelly - aye

Martin - abstain

Neal - abstain

Bell - aye

Motion Carried

c. Approval of Bills

MOTION, to approve bills as submitted.

Motion by: Kelly

Support by: Neal

Kelly – aye

Neal – aye

Martin – aye

Moody – aye

Bell - aye

Motion Carried

d. Adoption of Meeting Dates

MOTION, to approve board meeting dates for FY2011-2012. (List attached.)

Motion by: Neal

Support by: Martin

Neal – aye

Martin – aye

Moody – aye

Kelly – aye

Bell - aye

Motion Carried

e. Breakdown of City Overhead

The board discussed the breakdown of city overhead charges that was recently provided by the finance department and expressed disappointment in the new, condensed version. Ms. Kelly pointed out that insurance was a significantly higher amount than what was reported in past years. Also, while city department budgets have been shrinking, the library's percentage of those departments has been increasing. As has been provided in past years, a more detailed report will be requested. Mr. Neal pointed out that either report can be constructed to total whatever amount is desired and that every department must pay its fair share. Mr. Moody argued that the library is not a city department. Ms. Kelly emphasized that city overhead should be scrutinized and questioned just like the many smaller bills the Board examines. Ms. Bell offered to call Steve Smith to ask when an overhead discussion can begin with City Council or the Administration in anticipation of next year's budget.

f. Nonreciprocal Library Policy

Michael McNamara, library attorney, briefed the board on legal aspects regarding non-citizen use of the library in a climate of falling revenues. He explained recent legal rulings on cases regarding cities that contract with other cities to provide services or charge for non-resident library cards.

Marilyn Kwik provided information on library usage by citizens of other cities and the fines incurred. The Board discussed non-resident usage and what was a fair amount to charge for a non-resident card. Garden City Director Lenze explained the timeline and steps in Garden City resident usage of other libraries.

MOTION, to establish a Non-Reciprocal Household Library Card for a fee of \$100, covering up to six household members and expiring 12 months from date of issue.

Motion by: Neal

Support by: Martin

Neal – aye

Martin – aye

Moody – aye

Kelly – aye

Bell – aye

Motion Carried

g. Approval of Meeting Minutes from June 1 Study Session

MOTION, to approve the minutes of the June 1, 2011 study session as submitted.

Motion by: Martin

Support by: Neal

Martin - aye

Neal – aye

Moody - aye

Kelly - aye

Bell - aye

Motion Carried

## 5. Director's Report

The Director's report was presented and discussed.

Moody: None

Neal: Mr. Neal thanked Ms. Kwik for all her hard work and for continuing to act as Interim Director.

Martin: None

Kelly: Ms. Kelly thanked Ms. Kwik for a good report and said she was glad to see the Teen Job Seekers lab repeated.

Bell: Ms. Bell complimented staff on putting together bins of toys to occupy children while adults are using computers. She thanked Ms. Kwik for monitoring the sprinkler system and turning it on manually as needed to save water. Ms. Bell congratulated the Children's Department for always delivering a great Summer Reading Program.

## 6. Citizen Comments

Kristi Cooper presented a case for another, but smaller, library millage to prevent library services from deteriorating further. She pointed out the need for certain expensive books and the new e-books that the library cannot currently afford.

Megan Esseltine expressed additional support for a millage proposal to residents and let them decide. She said the library should be funded to give the patrons the services and products they expect.

Susan Hanson, Westland resident and employee, gave support for a library millage proposal. She pointed out that it's a waste to maintain the building if there's no funds available for services, programs, and the collection.

Liz Waun, Teen Librarian, stated her support for a millage proposal and showed information documenting how the Young Adult budget has steadily declined.

Andy Shuck, Reference Librarian, offered his support for a millage campaign. He said that Programming relies heavily on volunteer help. He also pointed out that the library has increased Programming by more than 200% with no increase in staff for planning and implementation. Mr. Shuck is concerned that staff is wearing down and sees the need for more staffing support to provide vital services. He said the library is a cultural center for the community and is relied upon to provide what the community needs.

Diane Mehl, Head of Circulation and Westland resident, lent her support for a millage proposal. She also thanked the Board for quickly acting on the Non-Reciprocal Library Card.

John Emmerd, Westland resident, asked if the Director position was posted as a job with duties of multiple positions. He also found it strange that Mayor Wild would not think that a library professional is needed for the position.

Marilyn Kwik, Interim Director, thanked the staff for their work on a millage appeal and stated how enjoyable it is to work with such a dedicated group of employees.

## 7. Board Member Comments

Moody: Mr. Moody complimented the staff on a fantastic job and wants them to know that the Board is there to help them.

Neal: Mr. Neal thanked the staff for a great report and complimented them on gathering critical information in making their case. He suggested they may also want to pull statistics on Per Capita Income vs. Millage Passage Rates and Per Capita Income vs. Millage Amount Requested.

Martin: Ms. Martin questioned why the Library can't use reserve funds for additional operating money in the budget. She also asked why the Board can't go to City Council to request this.

Kelly: Ms. Kelly thanked the staff for the work they put into their presentation. She then announced that the meeting would be her last regular board meeting due to the Mayor's decision not to reappoint her. Ms. Kelly said she was disappointed in his decision because she has always tried to represent the best interest of the library and its patrons with her votes and suggestions, even when it was not politically popular with city officials. She said her time with the Library has been an enjoyable experience and personally fulfilling. She also thanked the staff for their never-ending flow of great ideas and excitement and told them they have made her proud to be associated with such a wonderful organization. She wished her fellow Board members well and said the Library will always be in good hands as long as the Board continues to be the Library's advocate.

Bell: Ms. Bell responded to Mr. Emmerd's question about inaccurate reporting and clarified some incomplete quotes that appeared in the Observer. Regarding the millage presentation by staff, she stated that she wouldn't expect anything less than the well-prepared booklet they provided. She said that since the Mayor was coming to the July board meeting, maybe the staff could present their millage plan and discuss a presentation to City Council. Since the library has become such an integral part of the community, she thinks an operating millage may have a chance. As far as the reserve fund being used for the operating budget, Ms. Bell stated that she received an e-mail

stating the library is to submit a balance budget without using reserve. She explained her disappointment in the Mayor's decision not to reappoint Ms. Kelly and said she called him and questioned him about a reappointment. The Mayor told her he wanted to go in a different direction and said he would be sending a letter to Board members regarding a few topics. She thanked Ms. Kelly for her support and service to the Library.

Moody: After requesting to be recognized again, Mr. Moody stated his disappointment in the Mayor for not reappointing Ms. Kelly and resigned, effective immediately.

8. Next meeting topics

Capital Needs Report from OHM  
Election of Officers

9. Adjournment

Motion by: Moody

Support by: Neal

RESOLVED, to adjourn meeting at 10:05 PM.

Moody – aye

Neal – aye

Martin - aye

Kelly – aye

Bell – aye

Motion Carried