

Revised Board of Trustees Proceedings
William P. Faust Public Library of Westland
Wednesday, August 18, 2021
6123 Central City Parkway, Westland, MI 48185

A regular meeting of the Board of Trustees for the William P. Faust Public Library of Westland was held on Wednesday, August 18, 2021, at 7:00 pm, 6123 Central City Parkway, Westland, MI 48186

1. Call to Order and Rollcall

Meeting called to order at 7 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
Mike McNamara, Library Attorney

2. Action on Agenda

N/A

3. Citizens Comments on Agenda items

N/A

4. Business

- a. Approval of minutes from Regular Session, July 21, 2021
Gary asked for a correction on page 3, change title of officer for Gayle Nicholson to Vice President, instead of President.
Motion by Gary Chappell, supported by Jen Koralewski.

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

Motion Carried

- b. Approval of bills for July 2021.
Motion by Kathryn Sample, supported by Gary Chappell.

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

Motion Carried

- c. Budget Review
Director Jennifer Roth explained the final numbers would be available when the audit is complete at the City level in October 2021. TiFFA & DDA did not disburse monies this year.
- d. Plante Moran Cresa (PMC) Update
Presentation from PMC will be at the September Board Meeting.
- e. Updates for Library
1. Lockers – arrived on August 17. Lockers have been set up today, August 18. A minor issue needs to be addressed with the Vendor.
 2. Electric Sign – Should arrive by Labor Day.
 3. Picnic Tables & Trash Cans – Have arrived. The Maintenance Dept. will be assembling them and placing them on the lawn between the trees.
 4. Chairs – On hold
- f. Friends of the Library – Lynne Haggman
The friends had their first in-person meeting since the Spring of 2020. The Book Sale is scheduled for September 9th through September 12th. Everything will be \$.25

September is Giving Back Month, Community Financial Credit Union will be volunteering to help with the Book Sale.

5. New Business

- a. September Board Meeting Date – No need to change the date.

6. Directors Report

With the recent Power Outage's more than 1,000 people were coming into the Library daily and using the Library as a charging station. Hot Spots flew off the shelves, all 98 of the Hot Spots were checked out. We set up Surge Protectors throughout the Library for the residents & patrons.

Final SRP Party was held in Tattan Park, they had a great turnout.

We attended the Marshall middle School Open House put on by the City of Westland. The second week we took all of the Marshall Yearbooks. A lot of residents enjoyed looking through these nostalgic books.

September is Library Card sign up month. We are partnering with local businesses to show your Library Card and Save.

We have hired three library Aides. Rebecca Rayford is moving into the vacant Library Associate I position; we will be posting a position for a Youth Librarian and a Marketing position. We are looking into hiring Librarian Subs, this will require the subs to have a bachelor's degree.

Millage passed by a slim margin, this confirms that we need a marketing person for the Library.

7. Citizens Comments

A Marketing person would be able to promote the Library Programming and Events.

Working a polling station for the Millage, I convinced two residents to vote for the Millage.

8. Board Members Comments

Gayle is grateful for the Hot Spots, especially during the power outages that her area has been having.

Jen agrees a Marketing Person is essential to the Library.

Gary is proud and excited to be a Board Member because of all of the changes that are taking

place. Please get a new quote for a building generator.

9. Next Meeting Topics

25th Anniversary Party – Saturday, November 6th

Additional Hot Spots – Update

PMC Presentation

10. Adjournment

RESOLVED, to adjourn the meeting at 7:42 pm

Motion by Gary Chappell, supported by Gayle Nicholson.

J. Higgins – Aye

G. Nicholson – Aye

K. Sample – Aye

G. Chappell – Aye

J. Koralewski – Aye

Motion Carried