

William P. Faust Public Library of Westland  
6123 Central City Parkway  
Board of Trustee Study Minutes  
Wednesday, April 10, 2019  
Meeting Room A

A regular meeting of the Board of Trustees of the William P. Faust Public Library of Westland, Michigan was held on Wednesday, April 10, 2019

1. Call to Order and Attendance

Meeting called to order at 7:00 P.M. by James Higgins

Present: James Higgins-President, Gayle Nicholson-Vice President, Julie Lilaberte-Secretary, Gary Chappell- Trustee

Absent: Kathryn Sample-Treasurer- excused

STAFF PRESENT: Ishwar Laxminarayan-Library Director, Sherri West-Administrative Manager

ALSO PRESENT: Michael McNamara-Library Attorney, Kevin Karpinski SEIU union representative, Stephanie Fields-City of Westland Personnel Department, Lynne Hagmann Friends of the Library.

2. Action on Agenda

None

3. Citizens Comments on Agenda Items only:

None

4. Business

a. Approval of minutes of the March 13, 2019 Study Session

RESOLVED, to approve the minutes of the March 13, 2019 study session.

As submitted: Motion by: Julie Laliberte

Supported by: Gayle Nicholson

Motion passed

b. Approval of minutes of the March 13, 2019 regular scheduled meeting

RESOLVED, to approve the minutes of the March 13, 2019 regular board meeting

As submitted: Motion by: Gary Chappell

Supported by: Julie Laliberte

Motion passed

c. A motion was made to take the tabled February 20, 2019 minutes off of the table.

Motion: Gary Chappell

Supported: Gayle Nicholson

Motion passed

d. Approval of tabled minutes of the February 20, 2019 Study session

RESOLVED, to approve the tabled minutes of the February 20, 2019 Study session

As submitted: Motion by: Gary Chappell

Supported by: Julie Laliberte

Motion passed

e. A motion was made to take the tabled February 27, 2019 minutes off the table.

Motion: Gary Chappell

Supported: Julie Laliberte

Motion passed

f. Approval of tabled minutes of the February 27, 2019 Study session

RESOLVED, to approve the tabled minutes of the February 27, 2019 Study session

As submitted: Motion by: Julie Laliberte

Supported by: Gayle Nicholson

Motion passed

g. Approval of minutes of the March 20, 2019 Study session

RESOLVED, to approve the minutes of the March 20, 2019 study session.

As submitted: Motion by: Gary Chappell

Supported by: Gayle Nicholson

Motion passed

h. Approval of minutes of the April 3, 2019 Study session

RESOLVED, to approve the minutes of the April 3, 2019 Study session

As submitted: Motion by: Gary Chappell

Supported by: Julie Laliberte

Motion passed

i. Approval of Bills from March 2019

Motion to approve bills as submitted.

Motion by: Gary Chappell

Supported by: Julie Laliberte

Motion passed

j. Friends of the Library

Lynne Hagmann the secretary of the Friends of the Westland Library shared her report of activities by the Friends group. Four of the board members attended the FOML (Friends of

Michigan Libraries) workshop at the Novi Library. They discovered that other groups have the same issues that we have here at Westland- not enough space and never enough help. However, we found out that Westland has the best used book prices in the area! They toured the Novi Library and it was amazing to see the new technology. There is an April lobby sale with \$.25 cents or 5 for \$1.00 cookbooks. There is a May book sale that they are calling "The Mother of All Sales" Everything in the room will be \$.25 cents or less. They have registered for The Famers Market Kids Day on July 18, 2019 where the Friends will be giving away free books to kids.

k. 2019/2020 Library Budget

Ishwar and James attended the Budget Study Session at the City of Westland. Council Members asked several engaging questions on the library's future enhancements and planned service upgrades. Ishwar emphasized that we will continually strive to be good stewards of the library's funds and that most of the enhancements will actually directly benefit the community. After all the study sessions are completed, there will be a public hearing on the budget on May 6, 2019 after which City Council will vote formally to adopt it.

l. National Library Week Breakfast

Sherr West gave an update on the breakfast planned for April 11, 2019 at Westland City Hall. Currently we have 135 RSVP's.

New Business

a. Approval of tentative Collective Bargaining Agreement with the Westland Library Union for the Supervisory Employees. Contingent on successful ratification by Union membership.

Motion: Gary Chappell

Supported by: Gayle Nicholson

Motion passed

Ishwar took a moment to introduce Kevin Karpinski of the SEIU union. Keven stated that working with the Westland Library was a pleasant experience and he was very impressed by the spirit of the negotiations. He offered all possible support from the union for future library initiatives.

a. A motion to approve the updated Supervisor Job Descriptions.

Job descriptions for the library supervisors have been updated to reflect additional responsibilities for Circulation operations for the Head of Adult Services, supervision of Library Aides for the Head of Youth Services her changes prior to submitting them to the Michigan Employment Relations Commission for recognizing the supervisory bargaining unit. The library has also decided not to fill the Head of Maintenance Services position.

Motion: Gayle Nicholson

Supported by: Gary Chappell

Motion passed

b. Director's Report

Ishwar showed the trustees a "Thank You" letter from a Wayne Westland elementary school with signatures of the Young 1<sup>st</sup> Readers in Mrs. Mosca's class @ Wildwood Elementary. There were 654 students that attended the 1<sup>st</sup> Readers program this year. The Library helped fund the school buses to bring them here. The library received the first shipment of books from our new book vendor Ingram this week.

c. Citizens Comments in General

None

d. Board Member Comments

Gayle Nicholson took a moment to acknowledge Stephanie Field with the City of Westland Personnel Department for all her work on both union agreements.

She also shared she had experienced the Farmer's Market book giveaway by the Friends of the Library and that it was Amazing!

She also wanted to remind everybody about "Touch a Truck" this year and the "All American Cruise on June 22, 2019. There are spaces available if the Library or the Friends would have any interest in setting up a booth.

Gary Chappell stated that he was very excited to hear about the Fabulous 1<sup>st</sup> Readers Program. He urged the library staff to continue this initiative. Gary was also glad that we had completed work on the union contracts and remarked that he had learned more than he could have imagined. He is looking forward to a great future for the Library.

Ishwar also acknowledged Mr. Michael McNamara's role in negotiating the two union contracts.

e. Next meeting topics

Budget update

Friends of the Library

f. Adjournment

RESOLVED, to adjourn meeting at 7:25 P.M.

Motion by: Gayle Nicholson

Supported by: Julie Laliberte

Motion passed