

**William P. Faust Public Library of Westland
Board of Trustee Regular Meeting, Wednesday, July 20, 2022
6123 Central City Parkway, Westland, Michigan 48185**

A special meeting of the Board of Trustees for the William P. Faust Public Library of Westland was held on
Wednesday, July 20, 2022, at 7:00 pm, 6123 Central City Parkway, Westland, MI 48185

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
Michael 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 Meeting, June 15, 2022

With the motion to approve, Gary was not present. Remove Gary Chappell from the June minutes.

Motion by G. Chappell, Supported by J. Korakewski

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

G. Chappell – Aye
J. Koralewski - Aye

Motion carried.

b. Approval of Minutes from Special Meeting, June 15, 2022
Motion by G. Chappell, Supported by K. Sample

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

Motion carried.

c. Approval of Bills for June 2022
Motion by K. Sample, Supported by J. Korakewski

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

Motion carried.

d. PMC Update

The packet provided to Board Members shows updated modifications. The generator will not be included in the expansion project. The generator will have its own RFP. This will not save on costs if we do it now or later. We will leave exterior space for this project.

All corrections and files will be given to Plante Moran by Friday, July 22. The RFD bid will be out for two weeks, starting the week of July 29, 2022.

e. Library Roof

The roof is still in pretty good shape, considering it is 26 years old. Some patchwork is needed. More details are required from Lisa Pitt. Materials are 300% higher, which makes patchworking the roof at this time a better choice.

f. RFP for Website & Rebranding

The RFP closes on July 22, 2022. Dan Wetterstrom will pick up the bids at 10 am. Many companies have inquired about the RFP.

g. Friends of the Library

No Friends meeting will be held in July. During August, they will keep with the present theme, "Inflation Sale." The Friends will be at the Farmers Market on July 21, 2022, for Kids Day. The next Book Sale is September 9 through 11.

The Friends have donated to the Teen Group for the Foster Closet Program. The Friends will be working the Blues, Brews, and BBQ on August 5 & 6, 2022

5. New Business

a. Food & Smoking Policies

All Smoking, Tobacco, and Petitioning will change to 100 ft. away from the building, the previous guideline of 50 ft. Motion by G. Chappell, Supported by G. Nicholson

J. Higgins – Aye

G. Nicholson – Aye

K. Sample – Aye

G. Chappell – Aye

J. Koralewski - Aye

Motion carried.

Food & Drink within the Library does not have a previous policy. In the future, no outside food deliveries are permitted. Only screw-top containers for beverages will be allowed in the Library. Refer to the new policy for more information.

Motion by G. Nicholson, Supported by J. Korakewski

J. Higgins – Aye

G. Nicholson – Aye

K. Sample – Aye

G. Chappell – Aye

J. Koralewski - Aye

Motion carried.

6. Directors Report

Union Negotiations are going well.

Jennifer is requesting a closed session with the Board on August 3, 2022.

Juneteeth is now a Federal Holiday, and the Library will be closed for the observance. The Library will hold programming around the date, as they do with the July 4th holiday.

We are looking into RFID for the Library. Several Companies have been asked to bid on the project, but only one has returned the call. This will be tied into our present Library System. The RFID system will cost approximately \$130,000. We will have full quotes for the next meeting.

How are the Patrons counted? We have a door counter, and they are counted when attending programs.

7. Citizens' Comments

N/A

8. Board Member Comments

Foster Closest is run by a friend of Gayle's and is very happy that the Library is promoting it.

Gary attended the State of Michigan Board of Trustees for Library meeting recently. He received a copy of the statistics. Gary wanted to know who compiled the data. The Dept Heads gave Sherri the data.

Jen has been asked to renew her Library Board status for five years. She will be sworn in at the 1st City Council meeting in August.

9. Next Meeting Topics

PMC – Update

RFID tagging

Roof Patching

10. Adjournment

RESOLVED, to adjourn the meeting at 7:40 pm

Motion by G. Chappell, supported by G. Nicholson

J. Higgins – Aye

G. Nicholson – Aye

K. Sample – Aye

G. Chappell – Aye
J. Koralewski – Aye

Motion Carried