

**William P. Faust Public Library of Westland
Board of Trustee Regular Meeting, Wednesday, September 20, 2023
36300 Warren Rd, Westland, Michigan 48185**

A regular meeting of the Board of Trustees for the William P. Faust Public Library of Westland
was held on Wednesday, September 20, 2023, at 7:00 pm,
at 36300 Warren Rd., Westland, MI 48185

1. Call to Order and Rollcall

The meeting was called to order at 7 pm by James Higgins

MEMBERS PRESENT:

James Higgins – Aye
Gayle Nicholson - Aye
Kathryn Sample – Aye
Jen Koralewski – Aye
Pat Doline – Aye

ALSO PRESENT:

Jennifer Roth, Director
Paula Scarlett, Administrative Assistant
Michael McNamara, Library Attorney

2. Action on Agenda

3. Citizens' Comments on Agenda Items

4. Business

a. Approval of Minutes from Regular Session, July 19, 2023

Motion to pass the Regular Meeting Minutes for July 19, 2023
Motion by J Koralewski, Supported by P Doline

James Higgins – Aye
Gayle Nicholson – Aye
Kathryn Sample – Aye
Jen Koralewski – Aye
Pat Doline – Aye

Motion carried.

b. Approval of Bills for July 2023

Motion by K Sample, Supported by J Koralewski

James Higgins – Aye
Gayle Nicholson – Aye
Kathryn Sample – Aye
Jen Koralewski – Aye
Pat Doline – Aye

Motion carried.

c. Approval of Bills for August 2023

Motion by K Sample, Supported by J Koralewski

James Higgins – Aye
Gayle Nicholson – Aye
Kathryn Sample – Aye
Jen Koralewski – Aye
Pat Doline – Aye

Motion carried.

d. Dailey Construction - Updates

Dailey is wrapping up the project quickly. They are moving the trailer out within a few weeks. 99.9% is completed. TMP has its punch list.

Pat Doline is wondering about the de-fibular. J Roth told her that a class was held for the Staff at Marshall.

e. Move Updates

We must be out of Marshall no later than September 30, 2023. Movers have delayed the process. All Staff is reporting to the Faust Library. At this time, we are 90% done. We plan on having the ribbon cutting on October 17, 2023.

P Doline was very impressed with the walk-thru last month. The layout looks very comfortable and bright & airy now.

Gayle Nicholson said that the addition looked flawless from the outside. You can't tell the addition from where the original building stopped and started. J Roth indicated that was intentional.

e. Friends of the Library

Lynne Haggman represented the Friends Group.

The Friends will be at the Farmers Market for their Fall Fest. Normally, they only bring adult books, but they will have adult and children's books this year. They had many requests for children's books in the past Fall Fests.

The Friends will still use the Jefferson-Barnes storage. They are hoping they can be moved to a month-to-month contract.

The October Friends meeting will be held at Holiday Park on October 10, 2023.

The next Book Sale will be held November 16 through November 19, 2023. No pricing has been established yet for the sale. They plan on giving out a coupon for a free book to be used later.

5. New Business

a. Year-end financial update – No updates at this time.

b. HVAC NAE module replacement

We had to upgrade our programming for the brand-new chiller. It would not run properly. We were on Version 4 of the software, and the new chiller was on Johnson Controls is on Version 18. We didn't really have a choice about the upgrade.

c. Solar benches

We wanted to use our ARPA funds for the benches. The benches come with a built-in charging station. The City will be purchasing these for the City Parks. J Roth suggested that we put some in the NorWayne area. Scott Clark will look into this after we officially open.

d. AAC findings –

The Robots that we initially looked at were not feasible. We will check with Kyle Mulligan from the Park & Rec department about the AAC boards at Tattan Park. Some of the Staff have been taking ASL classes. L Haggman has volunteered to speak with a Speech Therapist and get back to us.

e. Donation or Memorial bench/tree

One of our citizens wants to donate a bench to honor his wife and daughter.

J Roth met with the family on September 19, 2023. These will look similar to the benches in Tattan Park. We were able to order two benches. We will have plaques attached in honor of both family members.

f. **Grand reopening plans**

Ribbon Cutting is scheduled for October 17, 2023, @ 3:30 pm, and the soft opening for the Library will be on October 16, 2023. We will resume our regular hours. The Grand Opening Party for the residents will be held on October 21, 2023. The hours will be 10 am to 1 pm.

6. **Directors Report**

There is nothing more to say. We have covered everything; it went a lot smoother moving back in than moving out of the building. The new logo has a minor change to be made. The updated logo was provided by October 5, 2023. We are hoping to have the new website by October 14, 2023.

7. **Citizens' Comments**

N/A

8. **Board Member Comments**

Please look into the Investment Income in the Revenues of our Financials.

9. **Next Meeting Topics**

- a. Reopening Plans
- b. Sensory Boards
- c. Year End Financials

10. **Adjournment**

Resolved to adjourn the meeting at 7:33 pm

Motion by G Nicholson, Supported by J Koralewski

James Higgins – Aye

Gayle Nicholson – Aye

Jen Koralewski – Aye

Kathryn Sample – Aye

Pat Doline – Aye

Motion carried