

**William P. Faust Public Library of Westland
Board of Trustee Regular Meeting, Wednesday, October 18, 2023
6123 Central City Parkway, Westland, Michigan 48185**

A regular meeting of the Board of Trustees for the William P. Faust Public Library of Westland
was held on Wednesday, October 18, 2023, at 7:00 pm,
at 6123 Central City Parkway, 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, September 20, 2023

Motion to pass the Regular Meeting Minutes for September 20, 2023
Motion by P Doline, Supported by J Koralewski

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

Motion carried.

b. Approval of Bills for September 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. Reopening Plans

We have moved the ribbon cutting to November 2nd (3:30 pm), and the Grand Opening will now be on November 4th (10 am – 1 pm)

Kevin Coleman and Mayor Londeau are both planning on attending.

d. Sensory Board

The Sensory Board has been tabled until further notice.

e. End-of-Year Financials

We should have information by the next Board Meeting. The city is still performing its audit with Plante Moran.

f. Friends of the Library

The Friends are excited that we are now open. Patrons are enthusiastic about the new Friends Shop. Friends will have three or four people setting up the Friends area. The next booksale will be the weekend of November 17th – 19th, with the Members Preview on November 16th from 3 to 6 pm. J Higgins told them the Library and the Library Board are here to support their efforts.

5. New Business

a. Specific Staff Compensation

The KAM Team, Katelin Smith, Abby Rubin, and Mike Logusz, did a phenomenal job organizing the move back to the Library. They went above and beyond with calling the movers, checking schedules, and coordinating everything regarding the activity and the preparation of the Library. The Director would like to propose a one-time bonus of \$1500 be given to each of these people.

Motion to give Katelin Smith, Abby Rubin, and Mike Logusz a one-time Bonus of \$1500 for the

leadership they took in coordinating the move from Marshall back to the Faust Library.
Motion by J Koralewski, supported by G Nicholson

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

Motion carried.

b. New Hires

Marcie Rowan started in the Circulation Dept on October 18, 2023
Will Smith returned to the Library on October 16, 2023. He was hired back to the same Circulation position he previously held. Will will be helping out in the Maintenance department through February 2024. He will work Thursday, Friday, Saturday, and Sunday (32 hours a week).

6. **Directors Report**

Monday, October 16th, was our soft opening, and we had 507 people come through the doors. They have missed their Library—lots of positive feedback about the Library, Friends area, and the vending machines. The new meeting rooms are already filled with patrons using them. One patron said she doesn't go past the Friends show because of the previous bed bug problems. Sherri explained that we have Orkin visit once a month with the dogs that can sniff them out. She has a better feeling about the Library and will go into the Library now.

Election Day is November 7th. The director will have a half-day staff workshop.

Website and Branding – is ongoing.

7. **Citizens' Comments**

The word is out that we are back open. If 507 people were here on Monday, that was wonderful – CF, patron. Excited about all of the upcoming programs on the calendar – PS, patron

8. **Board Member Comments**

J Koralewski is excited that Santa will be here on Monday, December 11.
P Doline came from an Academic Library. In her opinion, it has always been a neutral space for the community.

G Nicholson wanted to let everyone know that Edward Nicholson's Memorial will be held at City Hall Ballroom A on Friday evening, October 20th

9. Next Meeting Topics

- a. Year-End Financials
- b. Website & Branding Update
- c. Overview of Project

10. Adjournment

Resolved to adjourn the meeting at 7:43 pm

Motion by J Koralewski, Supported by P Doline

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

Motion carried