

**William P. Faust Public Library of Westland  
Board of Trustee Regular Meeting, Wednesday, November 15, 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, November 15, 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  
Pat Doline – Aye

**Excused:** Jen Koralewski

**ALSO PRESENT:**

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

**2. Action on Agenda**

Add Friends of the Library to Business (f.)

**3. Citizens' Comments on Agenda Items**

A resident wanted clarification on the extra money the KAM team received from the October meeting.

**4. Business**

**a. Approval of Minutes from Regular Session, October 18, 2023**

Motion to pass the Regular Meeting Minutes for October 18, 2023  
Motion by P Doline, Supported by G Nicholson

James Higgins – Aye  
Gayle Nicholson – Aye

Kathryn Sample – Aye  
Pat Doline – Aye

Motion carried.

**b. Approval of Bills for October 2023**

Motion by K Sample, Supported by P Doline

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

Motion carried.

**c. Overview of the Project**

J Roth indicated we are close to signing off on the project—several items on the punch list: carpet, youth program room, window sills, etc. Meetings with Dailey and TMP are in the works for this week.

**d. Website & Branding - Update**

The website was promised by Oct 1<sup>st</sup>, maybe by the end of November. Training is starting soon for the staff. We are waiting patiently, but we do have the logo!

**e. End-of-Year Financials**

We are waiting for a meeting with Dan Block from the City. We have a list of items to discuss.

**f. Friends of the Library**

We are swamped today setting up for this weekend's Book Sale. Pre-sale starts tomorrow for Friends members. Five new members want to volunteer for the Book Shop.

**5. New Business**

**a. December Board Meeting**

The December meeting was moved from December 21 to December 13, 2023.

Motion by P Doline, Supported by G Nicholson

James Higgins – Aye  
Gayle Nicholson – Aye

Kathryn Sample – Aye  
Pat Doline – Aye

Motion carried.

## 6. **Directors Report**

The Grand Reopening was a success. We had close to 200 people attend. Cari gave a tour of the Library to WLND cable. It should be on the community channel soon.

Two benches were donated to the library. They were placed in the children's garden area. We also had a group donate \$200 and requested children's books be purchased.

Donations – some other libraries have "giving month." Jennifer to research this idea.

## 7. **Citizens' Comments**

Patron - The ribbon cutting was fantastic and well attended. He questioned the punch list as he noticed the carpet was coming up in some areas. All of the updated department desk areas look good. Happy Holidays to everyone.

Patron checked out the cake pans from LOT, and they were a huge success at the grandkids' birthday party.

## 8. **Board Member Comments**

P Doline was impressed with her tour at the Grand reopening. Youth librarian Tamie Bird gave her group the tour. Pat thinks we should submit an article to the ALA regarding the renovation.

J Higgins sent his Kudos to the entire staff. Everyone did a fabulous.

G Nicholson wanted to know if she could donate several cameras to the Library of Things. We will check with Katie.

## 9. **Next Meeting Topics**

- a. Financials
- b. Project Overview
- c. Website and Branding - Update

**10. Adjournment**

Resolved to adjourn the meeting at 7:45 pm  
Motion by P Doline, Supported by K Sample

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

Motion carried