

**William P. Faust Public Library of Westland
Board of Trustee Regular Meeting, Wednesday, July 17, 2024
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, July 17, 2024, at 7:00 pm,
Rooms 147/148 at 6123 Central City Parkway

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

2. Action on Agenda

N/A

3. Citizens' Comments on Agenda Items

N/A

4. Business

a. Approval of Minutes from Regular Meeting, June 12, 2024

Motion to pass the Regular Meeting Minutes for June 12, 2024
Motion by P Doline, Supported by G Nicholson

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

Motion carried.

b. Approval of Bills for June 2024

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. Strategic Plan - Update

J Roth is excited that the community is taking the survey. We are getting a lot of feedback from residents, patrons and visitors. We have moved the on-site visit with LSS to September. Jennifer has spoken to many City directors and received their input. Some suggestions include Adult D&D programs at the Jefferson-Barnes community center. We have added an incentive: if you take the survey by August 15, 2024, they will be eligible for one of the three \$100 Amazon Gift Cards raffle.

d. HVAC & Thermostats - Update

Scott has made this his project to learn and oversee as needed.

e. Policy Updates

N/A

f. AAC – Youth

Cari is on vacation – no updates at this time

g. Friends of the Library

N/A

5. New Business

a. 24-2025 Library Board Officer Elections

Election of President

Motion by J Koralewski, supported by J Higgins
RESOLVED to open nomination for Library Board President.

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

Motion carried.

P Doline nominated J Koralewski for Library Board President.
Jen Koralewski accepted the nomination.

Motion by K Sample, supported by J Higgins
RESOLVED to close nominations for Library Board President.

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

Motion carried

Motion by K Sample, supported by J Higgins
RESOLVED to elect J Koralewski for Library Board President.

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

Motion carried

Election of Vice President

Motion by J Higgins, supported by K Sample

RESOLVED to open nomination for Library Board Vice President.

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

Motion carried.

J Koralewski nominated G Nicholson for Library Board Vice President.
Gayle Nicholson accepted the nomination.

Motion by J Higgins, supported by J Koralewski

RESOLVED to close nominations for Library Board Vice President.

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

Motion carried

Motion by J Higgins, supported by P Doline

RESOLVED to elect Gayle Nicholson Library Board Vice President.

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

Motion carried

Election of Treasurer

Motion by J Higgins, supported by J Koralewski
RESOLVED to open nomination for Library Board Treasurer.

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

Motion carried.

G Nicholson nominated Kathryn Sample for Library Board Treasurer.
Kathryn Sample accepted the nomination.

Motion by J Higgins, supported by P Doline
RESOLVED to close nominations for Library Board Treasurer.

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

Motion carried

Motion by P Doline, supported by J Koralewski
RESOLVED to elect Kathryn Sample for Library Board Treasurer.

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

Motion carried

Election of Secretary

Motion by G Nicholson, supported by J Koralewski
RESOLVED to open nomination for Library Board Secretary.

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

Motion carried.

G Nicholson nominated P Doline for Library Board Secretary.
Pat Doline accepted the nomination.

Motion by J Higgins, supported by K Sample
RESOLVED to close nominations for Library Board Secretary.

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

Motion carried

Motion by G Nicholson, supported by J Higgins
RESOLVED to elect Pat Doline for Library Board Secretary.

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

Motion carried

b. Electrical Upgrades

Maintenance has requested upgrading some electrical outlets outside the building and on the grounds. D Wetterstrom gave J Roth a quote. K Sample asked that we send it out for a quote from three companies. All of the Board agreed.

6. Directors Report

J Roth wanted to express a huge heartfelt thank you to James Higgins. He has guided this ship for seven years and will be missed tremendously. We wish him the best in his next chapter in life.

7. Citizens' Comments

N/A

8. Board Member Comments

J Higgins wanted to thank the Library and the Board Members for everyone's confidence in him. Congratulations to Jen Koralewski for taking over the President of the Board of Trustees position. He also thank Pat for stepping into the secretary position. He feels confident he is leaving the Board in good hands.

P Doline wanted to thank the staff for placing the subject titles at the end of the rows.

9. Next Meeting Topics

- a. Strategic Planning - Update
- b. Policy - Updates
- c. AAC - Youth
- d. Electrical – Upgrades
- e. Grounds Cleanup w/tree trimming

10. Adjournment

Resolved to adjourn the meeting at 7:40 pm
Motion by G Nicholson, Supported by P Doline

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

Motion carried