



**Farmington Community Library
Board of Trustees Meeting
Thursday, September 11, 2025
6:00 p.m.**

Contact Trustees

<http://www.farmlib.org/contact-the-library-board/>

Farmington Community Library

FARMLIB.ORG

Farmington Community Library Board of Trustees
Regular Meeting – 6:00 p.m.
September 11, 2025

- **Call to Order**
- **Approval of Agenda**
- **Public Comment (3 minutes per person)**
- **Minutes**
 - Approval of Minutes – Regular Board Meeting –August 2025
- **Treasurers Report**
 - Approval of August operating bills 2025
 - Financial Reports
 - Michigan Class updates
- **Friends of the Library**
- **Director's Report**
 - Staff introduction Stacy & Wes
- **Sub-Committee Updates**
 - Personnel
 - Facilities
 - Finance
- **Unfinished Business**
- **New Business**
 - 2026 Library Closures
- **Correspondence**
- **Public Comment (3 minutes per person)**
- **Trustee Comment**
- **Adjournment**

**Farmington Community Library Board of Trustees
Board Meeting, 6:00 p.m. - July 10, 2025**

Board Members Present: Muthukuda, Murphy, Snodgrass, Doby, Snead, White (arrives late)

Board Members Absent: McClellan, Brown

Staff Members Present: Siegrist, Baker, Peterson, Kantz

Staff Members Absent: Showich-Gallup

CALL TO ORDER

The Regular Board Meeting was called to order at 6:08 by Vice President Muthukuda.

APPROVAL OF AGENDA

MOTION by Murphy to approve the Agenda for the August 14, 2025 Board meeting was supported by Snead.

Vote: Aye: All in favor (5-0)

Opposed: None

Motion passed.

PUBLIC COMMENT

Dr. Sophie - desired Palestinian program

Richard A. - chess club formation

APPROVAL OF MINUTES

MOTION by Doby to approve the Minutes of the Regular Board Meeting held July 10, 2025, was supported by Murphy.

Vote: Aye: All in favor (5-0)

Opposed: None

Motion passed.

(White arrives.)

TREASURER'S REPORT

MOTION by Murphy to approve paying July 2025 operating bills totaling \$577,945.15 was supported by Doby.

Vote: Aye: All in favor (6-0)

Opposed: None

Motion passed.

MOTION by White to receive and file July 2025 financial reports was supported by Murphy.

Vote: Aye: All in favor (6-0)

Opposed: None

Motion passed.

FRIENDS' REPORT (S. Charlesbois)

- No report. Friends Board on summer hiatus.

LIBRARY DIRECTOR'S REPORT (K. Siegrist)

- Summer Reading goals in terms of participants and total hours read were surpassed. 3,942 participants logged 75,526 hours. Over 3,000 books were given to children and teens.
- FCL is appearing in the Chamber of Commerce Chamber Link newsletter. Sherri Vaughn is "spotlighted".
- Decision to move the food trucks to the evening has been successful. The last event will be August 19.
- New LED lighting has been installed throughout the Liberty St. building and in the nonfiction area at Twelve Mile.
- Free roundtrip transportation to Michigan Activity Pass (MAP) destinations is free for adults 60+ through September.
- Friends will host author Katherine Center on Monday, October 18. Registration is required.
- Staff highlight: Brian Kantz, business office manager.

SUBCOMMITTEE UPDATES

Personnel (D. Muthukuda)

- Director Search

Posting has closed. Eight candidates are being invited to the first round of interviews (with the Personnel Committee) September 8 and 10.

Facilities (S. Snodgrass)

- Committee is exploring the project that Plymouth District Library is undertaking.
- P. Wegrzynowicz is working with current landscaping companies to develop a plan for weeding the grounds.
- LED light installation is complete.
- K. Siegrist has created a document that places desired projects on a timeline. Patrons will arrive by flying car in 2038 to celebrate completion.
- The next Committee meeting will be September 4.

Finance (S. Snead)

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- Working on capability to donate through website.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

CORRESPONDENCE

A. Cope:

1. Reporting cleanliness status in computer area and bathroom.
2. Concern about interaction with a staff member.

PUBLIC COMMENT

None

TRUSTEE COMMENT

- R. Murphy - situation involving SMART bus failing to show up to pick up patron is not acceptable.
- S. Snead - thank you to all staff who participated in Founders Fest parade. Parade goers appreciated library presence.

ADJOURNMENT

The Board meeting was adjourned by Vice President Muthukuda at 7:03. The next meeting of the Library Board is scheduled for Thursday, September 11, 2025, at 6:00 pm.

Respectfully Submitted,

Jim White, Secretary
Library Board of Trustees

Director's Report

September 2025

Patron Comments

Included in your Board packet.

Master Plan Phase 1

Several staff members met with MCD Architects to review Schematic Design-level drawings as well as some (in-progress) 3D imagery that they are using for designing. Projects will move into design development soon.

Detroit Free Press, Detroit News, USA Today Digital Access

Within the next week or so, patrons will have digital access to the Detroit News, Free Press and USA Today. Patrons can use one universal login for all three papers. They will only need to complete the sign-up process through the link in our website for one paper, and the account will be active for all. They can then access the papers from their URL. No need to go back to our website.

Retiree Healthcare

We received the 2026 renewal for retiree healthcare. There was a 4.92% increase for the Medicare Advantage Prescription Drug Plan. This amounts to about a \$15 dollar monthly increase over last year.

FCL Audit

The 2024-2025 audit is underway. Some Board members may be sent documents that will need to be filled out and sent back to the auditor. Please watch your email to ensure that you aren't missing anything.

OPEB Interim Year Disclosure June 30, 2025

We received the June 30, 2025, OPEB Interim Year Disclosure. Due to the reduction in healthcare costs for retirees and the fact that it is a closed plan – meaning no other employees can participate – the library's total OPEB Liability has decreased significantly over the past few years. CBIZ highly recommends we begin paying benefits from the Trust rather than general assets. We will begin paying from the trust this fiscal year.

Full-Access Online Card Applications and Digital FCL Cards Are Now Available

Eligible applicants can now be issued a 3-year full-access card entirely online—no in-person visit required if their identity is verified by the online system. Only applicants aged 18 or older with a home address within our service area can apply online. For all other applicants (under 18, study/work/own property but don't live in service area) they will still need to apply in-person. **Digital FCL Cards –**

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FCL Farmington Hills • 32737 W. 12 Mile Rd. • (248) 553-0300



Cardholders can now add their FCL card to their smartphone wallet for easy scanning in the Library! New online applicants will automatically receive their digital card by email if approved. Current cardholders (or those who apply in person) can request a digital card by submitting a form on our website.

Library Card Sign Up

September is Library Card Sign Up Month! Here is how we are celebrating:

- Launched a **fully online library card application** form. 14 patrons have been approved online so far.
- **New collector's edition FCL stickers** (designed by Sona): Visitors may take one sticker per visit. They don't need to do anything to get it. Visiting us is enough! See the blog post for the designs or better yet, head to the Patron Services or Adult/Children's Info desks to choose some for yourself!
- **Swag Giveaways:** Anyone who uses their FCL card this month to check out physical or digital items Sept. 2-30 will be automatically entered into a drawing to win a farmlib.org cinch pack or canvas tote bag. We'll give away 4 of each! These ones are the real deal, not just the tote bags we give away at outreach or in the buildings.

We also have a display for the month at each level of both buildings and Haily has some fun social media content cooking that highlights all the great benefits of library cards

Friend's Book Sale Area Expanded

The Friend's Book Sale area is expanding into the former Quiet Study Room in the Browsing Area. We moved the shelving units from the local history room to the new Friends Book Sale area. The shelving already being used for the book sale will also be moved into the new space. This will allow more space for book sale items to be out and sold. We hope these changes will increase sales for the Friends and alleviate the need to store so many book sale items in the staff area/closets.

Submitted by

Kelley Siegrist
Library Director

Farmington Community Library

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**How are
we doing?**

NAME: _____

DATE: _____

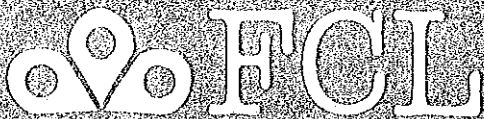
ADDRESS: _____ CITY: _____ ZIP: _____

PHONE: _____ EMAIL: _____

What made your Library visit special?

- Read Financial Reports.

Turn over to leave a suggestion for Library staff.



Suggestion:

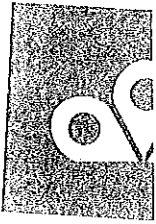
*Is it possible to send copy
of - Outlook - CERA to Farmington
library?*

& and online Report available?

Thanks.

This was suggested before, in reply.

**Thank you for taking the time to fill out this form. Please place it in the
Suggestion Box. Our leadership reads and reviews all suggestions!**



NAME:

DATE:

ADDRESS:

PHONE:

What made your library visit special?

I want to commend and thank you for the special activities you have presented: History of Bob-Lo; History of Underground Railroad in Farmington; Storytelling program in Winter (Jan 2008??); Black History of Automotive Achievement; Business info on Grants - classes online. Turn over to leave a suggestion for Library staff.

You're doing GREAT!!

What made your library visit special?

VERY HELPFUL & COURTEOUS

Turn over to leave a suggestion for Library staff.

What made your library visit special?

Herb helped me with a computer problem. He was very courteous and knowledgeable. I am grateful. Thank You Herb!