



**Farmington Community Library
Board of Trustees Meeting
Thursday, September 10, 2026
6:00 p.m.**

Contact Trustees

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Farmington Community Library

FARMLIB.ORG

Farmington Community Library Board of Trustees
Regular Meeting – 6:00 p.m.
September 10, 2026

- **Call to Order**
- **Approval of Agenda**
- **Public Comment (3 minutes per person)**
- **Minutes**
 - Approval of Minutes August 2026
- **Treasurers Report**
 - Approval of August operating bills 2026
 - Financial Reports
 - Michigan Class updates
- **Friends of the Library**
- **Director's Report**
- **Sub-Committee Updates**
 - Personnel
 - Facilities
 - Finance
- **Unfinished Business**
 - Holiday Schedule
- **New Business**
 - Update By-Laws
- **Correspondence**
- **Public Comment (3 minutes per person)**
- **Trustee Comment**
- **Adjournment**

**Farmington Community Library Board of Trustees
Regular Board Meeting
6:00 p.m. - August 13, 2026**

Board Members Present: Muthukuda, Brown, Murphy, Snodgrass, Doby, White

Board Members Absent: McClellan, Snead

Staff Members Present: Matthews, Baker, Peterson, Zitter

Staff Members Absent: Showich-Gallup

CALL TO ORDER

The regular Board meeting was called to order at 6:06 by Vice President Muthukuda.

APPROVAL OF AGENDA

MOTION by Murphy to approve the Agenda for the August 13, 2026 Board meeting was supported by White.

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

Opposed: None

Motion passed.

PUBLIC COMMENT

None

APPROVAL OF MINUTES

MOTION by White to approve the Minutes of the Regular Board Meeting held July 9, 2026, was supported by Brown.

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

Opposed: None

Motion passed.

MOTION by White to approve the Minutes of the Special Board Meeting held July 15, 2026, was supported by Brown.

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

Opposed: None

Motion passed.

PRESENTATIONS

- RealPoint re: amending contract for Phase One and Phase Two services
- Renovation communication - S. Zitter

TREASURER'S REPORT

MOTION by Brown to approve paying July 2026 operating bills totaling \$572,979.68 was supported by White.

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

Opposed: None

Motion passed.

MOTION by Brown to receive and file July 2026 financial reports was supported by White.

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

Opposed: None

Motion passed.

K. Brown:

- YTD interest earned from Michigan Class is \$314,564.86.

FRIENDS' REPORT

None (S. Charlesbois absent)

LIBRARY DIRECTOR'S REPORT (S. Matthews)

- Renovation set to begin September 8. Please sign up for e-mail building alerts to learn of any changes to service.
- LED light installation in adult fiction section at FH will occur when that section is closed due to construction (in September).
- Friends are bringing author TJ Klune to FCL (FH) on October 18.
- Summer of Stories has wrapped up. As of July 25, 3,900 participants had logged 47,200 reading hours. Final numbers to come.

SUBCOMMITTEE UPDATES

Personnel (D. Muthukuda)

- Tuition reimbursement requested by WCBC is back with WCBC for fine tuning.
- Committee and WCBC came up with list of 2027 closures, which could include a Staff Service Day.
- C. Peterson will be clarifying board reappointment procedures and timing with both Farmington and Farmington Hills.

Facilities (S. Snodgrass)

- S. Zitter presented renovation communication to committee.
- Committee discussed future landscaping needs, especially in new outdoor areas; new LED lights in adult fiction section at FH, and state of receiving dock at FA.

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Finance (K. Brown)

- Two meetings were scheduled but both were canceled.

UNFINISHED BUSINESS

None

NEW BUSINESS

Owner Representation Services

MOTION by Doby to amend contract with RealPoint in order to have them work on Phase One as well as potential Phase Two was supported by White.

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

Opposed: None

Motion passed.

2027 Building Closures

No action taken.

CORRESPONDENCE

None

PUBLIC COMMENT

None

TRUSTEE COMMENT

J. White - happy to have RealPoint in place to help with what we don't know that we don't know.

ADJOURNMENT

The Board meeting was adjourned at 7:27 by Vice President Muthukuda. The next regular meeting of the Library Board is scheduled for Thursday, September 10, 2026, at 6:00 pm.

Respectfully Submitted,

Jim White, Secretary
Library Board of Trustees

Director's Report

September 2026

Patron Comments

Included in your Board packet.

FCL Audit

The 2025-2026 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.

Renovations

Renovation planning has been happening for the month of August and leading into September. The planned start date is still September, likely to be September 15. Communication has been going out to patrons shared on social media as well as the Library's website. Workspaces have been moving around and purging storage spaces in preparation.

EDI Conference

FCL hosted TLN's annual EDI Conference: This Conference is for Everyone on Thursday August 20. The theme was Community Care. This was TLN's second EDI conference hosted by FCL. It was free for library staff from the area to come together and present on what they've been working on to make their libraries more inclusive and share ideas.

Blood Drive

Farmington Library hosted a red cross blood drive on Monday August 24, 2026. This was a successful event and people were moving through the entire time.

September is Library Card Sign-Up Month

In celebration of the American Library Association's annual campaign, the Marketing Department worked with staff from across FCL to create digital content highlighting the many things you can do with an FCL card. Keep an eye on FCL's social media throughout September and thank you to everyone who volunteered to help bring the campaign to life!

Staff Updates

We welcomed several new staff members to FCL in August! Fiona Keane joined FH Children's as a part-time Librarian, Marta Siuba joined us as a Substitute Librarian, Onn Brown and Lauren Michelli joined Patron Services as Patron Services Assistants (PSA), and Aaron Hall joined the IT team as an IT Aide. In September, Alexis Williams will also join Patron Services as a Substitute PSA.

Door Count

Please see the attached heatmap of the last 2 full years and year to date of our door counts. Interesting to see and just one piece of data we use to help make decisions.

Submitted by

Sasha Matthews
Library Director