

**Farmington Community Library Board of Trustees  
Study Session - 5:00 p.m. - January 9, 2025  
Board Meeting - 6:00 p.m.**

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**Board Members Present:** McClellan, Muthukuda, Brown, Murphy, Doby, Snodgrass, White, Snead

**Board Members Absent:** None

**Staff Members Present:** Siegrist, Baker, Showich-Gallup, Peterson

**Staff Members Absent:** None

**CALL TO ORDER**

The Study Session was called to order at 5:07 by President Ernie McClellan.

**MASTER PLAN DISCUSSION**

**ADJOURNMENT**

The Study Session was adjourned by President McClellan at 6:00.

**Regular Meeting**

**Board Members Present:** McClellan, Muthukuda, Brown, Murphy, Doby, Snodgrass, White, Snead

**Board Members Absent:** None

**Staff Members Present:** Siegrist, Baker, Showich-Gallup, Peterson

**Staff Members Absent:** None

**CALL TO ORDER**

The Regular Board Meeting was called to order at 6:05 by President Ernie McClellan.

### **APPROVAL OF AGENDA**

**MOTION** by White to approve the Agenda for the January 9, 2025 Board meeting, adding the item of swearing in a new board member, was supported by Brown.

**Vote: Aye: All in favor** (8-0)

**Opposed: None**

**Motion passed.**

### **SWEARING-IN**

Dr. Steven Snead, of Farmington, is sworn in as a member of the Farmington Community Library Board of Trustees. All eight board seats are now filled.

### **APPROVAL OF MINUTES**

**MOTION** by White to approve the Minutes of the Regular Board Meeting held December 12, 2024, was supported by Muthukuda.

**Vote: Aye: All in favor**

**Opposed: None**

**Motion passed.**

### **TREASURER'S REPORT**

**MOTION** by Brown to approve paying December 2024 operating bills totaling \$395,172.05 was supported by Doby.

**Vote: Aye: All in favor**

**Opposed: None**

**Motion passed.**

**MOTION** by Brown to receive and file the December 2024 financial reports was supported by Muthukuda.

**Vote: Aye: All in favor**

**Opposed: None**

**Motion passed.**

### **FRIENDS' REPORT** (S. Charlesbois)

- Oscar Shorts cannot return this year, due to several factors.
- Friends Board is considering a cities-wide postcard mailing.

- Fall Author will be Kiley Reid (novels include *Such a Fun Age* and *Come and Get It*). Date to be announced.

### **LIBRARY DIRECTOR'S REPORT** (K. Siegrist)

- Thank-yous received from Bosch (for ongoing relationship with FCL) and from the Optimists (for a donation made by the Friends).
- Sona Avedikian, FCL graphic designer, illustrated the picture book *Lost Words: An Armenian Story of Survival and Hope*. The book was named one of the Best Books for Kids for 2024 by the New York Public Library.
- Sherri Vaughn, FCL librarian and grant expert, has obtained a \$5,000 sponsorship from T-Mobile to support the Summer Reading Program.
- Artwork from Farmington Public Schools PTA's Reflections Contest winners is on display at Twelve Mile through February 13.
- Both buildings will undergo an ADA Compliance Review with the Eastern Michigan Disability Network.
  
- The annual mingle and grab-a-bagel event with the Farmington Chamber of Commerce will be held April 13.
- Sarah Zitter, FCL Marketing Director, is tracking programs by attendance as well as by number of views to help staff better understand which programs generate interest as well as attendance.

### **UNFINISHED BUSINESS**

#### Tax Capture

No motion. (Topic will return in February, after S. Snodgrass and E. McClellan obtain final legal input.)

### **SUBCOMMITTEE UPDATES**

#### Finance (K. Brown)

- Treasurer Brown highlights amounts in MI Class accounts – listed in monthly financial reports.

Facilities (S. Snodgrass)

- Summary of January 2 committee meeting:
- S. Zitter will bring updated information on outdoor digital sign to board again at February meeting.
- New night cleaners started on January 2.
- Rocks in parking lot islands will be augmented in spring.
- Next Facilities meeting will be February 6.

**MOTION** by Snodgrass to approve the Master Plan created by MCD as a working vision for FCL was supported by Brown.

**Vote: Aye: All in favor**

**Opposed: None**

**Motion passed.**

Personnel (D. Muthukuda)

- Committee will meet with K. Siegrist on January 23 to discuss the director's evaluation.
- Comparing to other libraries, FCL's hours and holiday closures are in line with surrounding communities.

**MOTION** by Muthukuda to set the FCL minimum wage at \$12.48 to align with the State of Michigan was approved by Doby.

**Vote: Aye: All in favor**

**Opposed: None**

**Motion passed.**

**MOTION** by Muthukuda to update paid leave policies for full-time and part-time employees as well as for shelvers / aides / substitutes in order to align with the Michigan Paid Leave Act was supported by Brown.

**Vote: Aye: All in favor**

**Opposed: None**

**Motion passed.**

### **New business**

None

### **CORRESPONDENCE**

None

### **PUBLIC COMMENT**

H. Missaghi, Farmington Hills: please consider staying open later, on holidays. Also, please avoid using "old" for describing patrons of more maturity.

M. Showich-Gallup: thank you for valuing relationship with DDA and not changing the amount of tax capture.

### **TRUSTEE COMMENT**

S. Snodgrass: how do patrons like the outdoor lockers? (Report will be coming.)

C. Doby: Thank you again to K. Siegrist and M. Showich-Gallup for help with Farmington Elks Warm Welcome event. Thank you to board members who judged Elks scholarship essays.

S. Snead: board might consider when on agenda Public Comment should occur.

E. McClellan: K. Siegrist and EM have talked about possibly opening a portion of the library on closed days, or finding ways to provide service outside of hours. Lockers are a part of this. Please come to MLK Day activities (all weekend). EM acknowledges National Day of Mourning for President Jimmy Carter.

### **ADJOURNMENT**

The Board meeting was adjourned by President McClellan at 7:43. The next meeting of the Library Board is scheduled for Thursday, February 13, 2025, at 6:00 pm.

Respectfully Submitted,

Jim White, Secretary

Library Board of Trustees