

**Plymouth District Library Board
Dunning-Hough Library
223 S. Main Street
Plymouth, MI 48170
Tuesday, August 20, 2019**

1. Call to order and attendance – President Anderson called the meeting to order at 7:31 p.m.

PRESENT: Trustees Anderson, Harper, Khogali, Maguire, Morrison, Pappas

ABSENT: Trustee George

ALSO PRESENT: Carol Souchock, Director; Robyn Lowenstein, Business and Human Resource Administrator; Melanie Bell, Head of IT

PUBLIC: Mr. Vaz – Plymouth, MI

2. Approve agenda as amended with addition of the Public Hearing on the 2020 Proposed Library Millage

Resolved by Trustee Maguire; seconded by Trustee Pappas to approve the agenda as amended

AYES: 6

NAYS: 0

PASSED

- Mr. Vaz expressed his concerns regarding the millage hearing posting process

3. Approve minutes of July's regular meeting -

Resolved by Trustee Pappas; seconded by Trustee Maguire to approve the Minutes of July's regular meeting.

AYES: 6

NAYS: 0

PASSED

- Trustee Harper asked about the July 15, 2019 Building Committee Meeting minutes. Director Souchock said the minutes will be approved by the Building Committee at their next meeting. This item was included in the August 20, 2019 agenda in error. Trustee Anderson asked that this item be struck from the agenda

4. Public comment –

- Mr. Vaz handed out a summary of his comments regarding the emergency lighting upgrades. These comments are available in the Library's copy of the August 2019 Board packet. Please request assistance from Administrative staff for access

5. Financial report and list of July's bills –

- Director Souchock stated the Library received its second annual State Aid payment
- Director Souchock spoke of two "in kind" donations of high end photography provided to the Library, which will not be reflected in the Library's financial statements because there were no cash donations involved
- Director Souchock received information from Wayne County. The Library's taxable value has increased this year by \$123,259,543 from 2018 to 2019. There was a taxable value loss for the Library of \$27,470,952, from some Personal Property Tax loss and a gain of \$84,090,263 in new businesses. This will be the second year in a row that taxable value has increased. However, since it increased greater than the rate of inflation, there is another Headlee Rollback of 0.9949. The Plymouth community has been fortunate enough to have experienced stronger growth than many of our neighbors
- Trustee Harper suggested the board review potential cost cutting options

Resolved by Trustee Maguire; seconded by Trustee Harper to accept the financial report.

AYES: 6

NAYS: 0

PASSED

Resolved by Trustee Maguire; seconded by Trustee Morrison to approve for payment check numbers 28337 through 28408 & check #272631 and July's payroll and retirement transfers and monthly interest notices.

AYES: 6

NAYS: 0

PASSED

6. Librarians' Report –

- Director Souchock said the Library celebrated the 50th anniversary of the Man on the Moon last month with 100 attendees of all ages. The primary focuses were historical television coverage by Walter Cronkite and virtual reality where people were able to experience landing on the moon with the astronauts
- This Saturday, the Library is hosting “Camp Plymouth”, a joint partnership with the Plymouth Township in Plymouth Township Park
- With the help of the Plymouth District Library's Friends, the Library will participate in the Fall Festival by offering a magician, who will perform on the Kellogg Park stage on Saturday. In addition, the Library will host a booth for the first time at the Fall Festival this year. Trustee Anderson asked the board members to add their names to a signup sheet to volunteer at this year's Fall Festival Library booth.

Introduction of Melanie Bell, our New Head of Information Technology:

- Director Souchock was pleased to introduce Melanie Bell, the Library's new Head of Information Technology. Director Souchock said Melanie Bell has exceeded the Library's expectations during her orientation
- Melanie Bell introduced herself and answered board member questions about current and future needs for the Information Technology department

6.1 Trustee Reports –

- President Anderson shared an update on the Library's emergency lighting project. These comments are available in the Library's copy of the August 2019 board packet. Please request assistance from Administrative staff for access

7. Committee Reports

7.1 Building Committee – No August Meeting

7.2 Personnel Committee – No August Meeting

- Personnel Committee will be meeting October 15th at 6 pm and November 19th at 6 pm

7.3 Goals Committee – No August Meeting

7.4 Finance Committee – No August Meeting

- Finance Committee will be meeting September 30th at 6 pm and October 21st at 6 pm

8. Old Business –
8.1

9. New Business –

9.1 Approve Delegates to MERS Annual Conference

- Director Souchock asked to be approved as the Officer Delegate and to approve Youth Librarian Dana Bussard as the Employee Delegate. Director Souchock is encouraging board members to attend

Resolved by Trustee Maguire, seconded by Trustee Pappas, to approve Director Carol Souchock as the Officer Delegate and Dana Bussard as the Employee Delegate for the 2019 MERS Annual Conference

Roll Call:

AYES: Trustees Anderson, Harper, Khogali, Maguire, Morrison, Pappas	6
NAYS:	0
ABSENT: Trustee George	1

RESOLUTION: PASSED

9.2 Present 2020 Library Operating Millage

Trustee Anderson called the Hearing on the 2020 Proposed Library Millage to order at 9:08 pm

PRESENT: Trustees Anderson, Harper, Khogali, Maguire, Morrison, Pappas

ABSENT: Trustee George

ALSO PRESENT: Carol Souchock, Director; Robyn Lowenstein, Business and Human Resource Administrator; Melanie Bell, Head of IT

PUBLIC: Mr. Vaz – Plymouth, MI

Resolved by Trustee Harper, seconded by Trustee Morrison, to open discussion on the 2020 Proposed Library Millage

AYES: 6

NAYS: 0

PASSED

Public Comment –

- Mr. Vaz asked if the board is voting on the millage. The board only presented the millage at this first millage hearing

Resolved by Trustee Harper, seconded by Trustee Morrison to close the Hearing on the 2020 Proposed Library Millage

AYES: 6

NAYS: 0

PASSED

Trustee Anderson closed the discussion on the 2020 Proposed Library Millage at 9:10 pm

Trustee Anderson reopened the regular meeting at 9:11 pm

10. Adjourn regular meeting–

Resolved by Trustee Harper; seconded by Trustee Morrison to adjourn the regular meeting at 9:12 p.m.

AYES: 6

NAYS: 0

PASSED

Michael Pappas, Treasurer