

**WIXOM PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES OF REGULAR BOARD MEETING
Monday, September 24, 2007**

1. CALL TO ORDER: The meeting was called to order at 7:04 pm. Members Present; S. Larsen, L. Carnacchi, J. Taylor, P. Beagle, J. Schnaible and L. Hoenig, Library Director; also Jim Lowe, Julia Long-Ackland, Ann-Marie Sharpe. Absent (Excused) - J. Russel
2. APPROVAL OF AGENDA: Motion to approve the agenda by L. Carnacchi,, seconded by J. Taylor, approved unanimously.
3. CALL TO THE PUBLIC: Jim Lowe stated that he was contacted by the Right to Life of Michigan and that he pledges that he will not commit any suicides.
4. APPROVAL OF MINUTES: A motion was made by P. Beagle, seconded by L. Carnacchi, to approve the minutes of the Regular Meeting of August 27, 2007 as revised, approved unanimously.
5. APPROVAL OF EXPENDITURES: A motion was made by P. Beagle, seconded by J. Taylor, to approve the expenditures dated September 24 2007, approved unanimously.
6. BUDGET REVIEW: The budget statement dated 8/31/2007 was reviewed.
7. DIRECTORS REPORT: L. Hoenig gave her report as documented in the board packet. The early success of the Sunday hours with a door count of 144 and circulation of 186 on 9/16 is particularly noteworthy. It is predicted that Sunday could be a heavier use day than Friday in the future.
8. UPDATE FROM CITY COUNCIL MEETING: The City Council expressed interest in a drive up book drop, S. Larsen expressed that this had not been a priority but has been on our wish list. L. Hoenig will work with the City to explore the options; however there is no current budget for any new drop boxes.
9. COMMUNICATIONS: Reviewed.
10. OLD BUSINESS:
 - a) Information for the November election: All candidates had turned in the election statement, and were given the opportunity to revise them if they had exceeded the 250 word limit.
11. NEW BUSINESS:
 - a) Space Planning Proposal: A motion to approve the structure of the Space Planning phasing Proposal for the 6 phases was made by S. Larsen and seconded by P. Beagle, approved unanimously. A motion to approve the budget for Phase I not to exceed \$87,000.00 was made by P. Beagle and seconded by S. Larsen, approved unanimously.
 - b) Computer furniture: A motion to approve the Library Design Associates, Inc Proposal dated 9/19/07 for computer workstation tables and chairs was made by S. Larsen and seconded by J. Taylor, approved unanimously.
 - c) SAM Filtering expense: The SAM Filtering is a separate expense from the SAM system. A motion to approve \$3,500.00 for the SAM Filtering product was made by P. Beagle, and seconded by L. Carnacchi, approved unanimously.
 - d) Book Drops: The book drops were discussed. There is no current budget for any new drop boxes.
 - e) Procurement policy: A motion to adopt the procurement policy as drafted was made by P. Beagle and seconded by S. Larsen, approved unanimously.
 - f) Consideration of holding an Executive Session to discuss non-union employee merit pay increases for FY 2007-2008: A motion to enter into Executive Session after item 13 of the agenda was made by P. Beagle and seconded by J. Taylor, Roll call Vote: S. Larsen - yea, L. Carnacchi - yea, J. Taylor - yea, P. Beagle - yea, J. Schnaible - yea; approved unanimously
12. CALL TO THE PUBLIC – Jim Lowe stated that he had been asked how many adult computers there would be after the expansion and he was not sure of the exact number. L. Hoenig replied that we will have 13 adult computers after the expansion.
13. BOARD MEMBER COMMENTS

L. Carnacchi – No Comment
J. Taylor – mentioned a newspaper article about a machine that will print and bind a book for a patron to keep that some libraries are offering.
S. Larsen - No Comment
P. Beagle – apologized for missing the budget committee meeting, and mentioned that the library

had an article in the Wixom Howler (Elementary school newsletter)

J. Schnaible - No Comment

14. NEXT MEETING DATE: Regular Board Meeting – Monday, October 22, 2007, 7:00 p.m.

15. ADJOURNMENT: Motion to adjourn at 8:55 pm was made by P. Beagle, seconded by L. Carnacchi, approved unanimously.

Respectfully submitted,
Scott Larsen