

**WIXOM PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES OF REGULAR BOARD MEETING
Monday, January 28, 2008**

1. CALL TO ORDER: The meeting was called to order at 7:04 pm. Members Present; S.Larsen, L. Carnacchi, J. Taylor, J. Schnaible, J. Lowe, A. Sharpe and L. Hoenig, Library Director;
Absent - None
2. APPROVAL OF AGENDA: Motion to approve the agenda by J. Taylor, seconded by L. Carnacchi, approved unanimously.
3. CALL TO THE PUBLIC: L. Hoenig introduced new staff members V. Peters and S. Keefner.
4. APPROVAL OF MINUTES: A motion was made by L. Carnacchi, seconded by J. Taylor, to approve the minutes of the regular meeting of November 26, 2007, approved unanimously.
5. APPROVAL OF EXPENDITURES: A motion was made by S. Larsen, seconded by J. Taylor, to approve the expenditures dated January 28, 2008, approved unanimously.
6. BUDGET REVIEW: The budget report dated 12/31/2007 was reviewed.
7. DIRECTORS REPORT: L. Hoenig gave her report as documented in the board packet.
8. UPDATE FROM CITY COUNCIL MEETING: Nothing to report.
9. COMMUNICATIONS: There were no issues or comments regarding the communications included in the board packet.
10. OLD BUSINESS:
 - a) Board meeting dates for 2008: Due to a schedule conflict L. Hoenig requested that the March meeting date be changed. The Board agreed that the meeting would not be on the 31st, and the meeting would be held earlier in the month, an exact date will be set at the February meeting.
11. NEW BUSINESS:
 - a) Election of officers and formation of committees:
A. Sharpe nominated **Leslie Carnacchi to the office of secretary**; a motion was made to support the nomination by J. Taylor, seconded by S. Larsen and approved unanimously.
S. Larsen nominated **Jennifer Schnaible to the office of President**; a motion was made to support the nomination by J. Lowe, seconded by J. Taylor and approved unanimously.
J. Schnaible nominated **Scott Larsen to the office of Vice President**; a motion was made to support the nomination by L. Carnacchi, seconded by J. Lowe, and approved unanimously.
J. Lowe nominated **Jane Talyor to the office of Treasurer**; a motion was made to support the nomination A. Sharpe, seconded by S.Larsen, and approved unanimously.

The President, J. Schnaible made the following appointments:

Budget Committee – S.Larsen, J. Taylor, A. Sharpe

Building Committee – A Sharpe, J. Taylor, J. Schnaible

Advocacy Committee - A Sharpe, J. Taylor, J. Schnaible

Personnel Committee – J. Lowe, L. Carnacchi, J. Schnaible

A motion to approve the President's committee appointments was made by J. Lowe seconded by L. Carnacchi, approved unanimously.

- b) City council and Homeowners' meetings attendance: Attendance at city council meetings will continue. Homeowners meetings will not be attended unless a specific request is made by such group.
- c) Pay Phone options: As a cost savings it was agreed that L. Hoenig will pursue the purchase of a pay phone.
- d) Furniture purchase: A motion was made by S. Larsen, seconded by J. Taylor, to approve the proposal from Library Design Associates dated January 21, 2008 at a cost not to exceed \$6055.78, approved unanimously.
- e) Future phasing for the space plan: A motion to define phase two (2) of the space improvement plan as the Children's area phase, as described by the building committee and to proceed with this phase in the 08/09 budget year was made by S. Larsen and seconded by J. Taylor, approved unanimously.

- f) Budget amendment: A motion was made by S. Larsen, seconded by J. Lowe, to approve the Budget amendment dated January 28, 2008, which reallocates funds from the Library network line item to the Heating and Cooling line item. The total increase in expenses is zero (\$0.00), approved unanimously.
 - g) Consideration of holding an Executive Session to discuss a personnel issue: A motion was made by A. Sharpe, seconded by S. Larsen to enter into an Executive Session, approved by Roll Call Vote: S.Larsen- yea, L. Carnacchi - yea, J. Taylor - yea, J. Schnaible - yea, J. Lowe - yea, A. Sharpe - yea
12. CALL TO THE PUBLIC – No Public addressed the Board.
13. BOARD MEMBER COMMENTS
- L. Carnacchi – No Comment
 - J. Taylor – Welcome to our two new members.
 - S. Larsen - No Comment
 - J. Schnaible - No Comment
 - A. Sharpe – I’m glad to be here.
 - J. Lowe – Suggestion to offer the editor of the Spinal Column a membership to the Friends of the Library.
14. NEXT MEETING DATE: Regular Board Meeting – Monday, February 25, 2008, 7:00 p.m.
15. ADJOURNMENT: Motion to adjourn at 8:28 pm was made by A. Sharpe, seconded by L. Carnacchi, approved unanimously.

Respectfully submitted,
Scott Larsen