

WIXOM PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES OF REGULAR BOARD MEETING
Monday, August 23, 2021

1. CALL TO ORDER: The meeting was called to order at 7 p.m. by Veronica. Board members present: Al Boyko, Delores (Dee Dee) Grant, Jennifer Mulder, Veronica Simmons, Allison Wert. Excused Absent: Christie Currier.

Staff Present: Andrea Dickson, Library Director

Guests: Drew Benson, Assistant City Manager & Director of Economic Development; Carmine Avantini, CIB Planning

2. APPROVAL OF AGENDA: Requested by Andrea to amend the agenda to add under 13. New Business, item b. Craft Room Update. A motion was made by Jennifer and supported by Al to approve agenda as amended. Motion passed.
3. CALL TO THE PUBLIC: No public present.
4. PRESENTATION – PROPOSED DDA PLAN: Assistant City Manager and Director of Economic Development Drew Benson and Carmine Avantini from CIB Planning introduced the proposed DDA Plan revision. Mr. Avantini gave an overview of the history of the DDA and the bonds that were used to build the Village Center Area. DDA funding remains at 2007 assessed values due to the 2008 recession. They originally anticipated needing 25 years to pay off bonds and complete the original plans. Due to funding losses from the recession, the DDA is looking to extend the plan to complete unfinished projects and expand the scope of allowable projects with tax increment financing.

The proposed plan would extend the length of the plan for another 25 years, from 2028-2043. Michigan laws surrounding DDA captures of library millages were revised in 2016 and 2018 and, should the plan be extended, the Library Board of Trustees would have to decide whether the Library's millage continues to be captured by the DDA. Should the Library opt-in to have the Library's millage captured, the Library could apply for funds from the DDA for projects. The City still has to meet with Oakland County for their approval and the final plan would be approved by City Council.

The Board discussed positives to opting into the capture, including positive relationships with the City of Wixom and the DDA and potential improvements to the area by the Library. Concerns were raised about the length of the plan, voters who want all Library funds to go to the Library, and whether the Library could opt-out if unsatisfied with how funds were used. Andrea will contact the Library's lawyer with questions. A special

meeting was called for Monday, August 30 at 7:30 p.m. to discuss the Library's potential participation.

5. APPROVAL OF MINUTES: A motion was made by Dee Dee and supported by Al to approve the minutes of the minutes of the Regular Meeting of July 26, 2021. Motion passed
6. APPROVAL OF EXPENDITURES: A motion was made by Jennifer and supported by Allison to approve the expenditures as written in the board packet. Motion passed.
7. BUDGET REVIEW: The board packet contained a budget update. We received the second State Aid check and the penal fines check for FY 2020-2021.
8. DIRECTOR'S REPORT: The new office furniture will ship end of August. All staff are wearing masks again regardless of vaccination status and masks are recommended for patrons. Andrea is looking at masks for indoor programs and attendance for fall in person programming is strictly limited to ensure social distancing. With schools not requiring masks at this time, it was suggested that the Library recommend masks at programs and offer them to patrons without a mask. Two new pages start this week and a new Teen & Adult Services Librarian will start in mid-September.
9. UPDATE FROM CITY COUNCIL: There was no update from City Council.
10. UPDATE FROM THE FRIENDS OF THE LIBRARY: The Friends held a quarterly meeting on July 27. Board members remain the same. The Fall Used Book Sale is scheduled for September 29 through October 2.
11. COMMUNICATIONS: There were no suggestions or communications.
12. UNFINISHED BUSINESS: There was no unfinished business.
13. NEW BUSINESS:
 - a. **FY 2021-2022 Budget Amendments** – Due to delays on the craft room renovation, a new janitorial contract and a staff retirement, budget amendments are required to reflect the shift in expenses. A motion was made by Dee Dee and supported by Allison to approve the FY 2021-2022 Budget Amendments as presented in the board packet. Motion passed.
 - b. **Craft Room Update** – Demolition of the craft room began last week and the contractor discovered a gutter drain pipe that was not present in any building plans. A plumber will visit this week with a specialized camera to determine how the pipe is draining. There are two potential options: drywall around the column leaving it in place or move the pipe to the section of wall containing other plumbing and structural items. The second option will be more expensive but

provides better function for library programs and patrons. Veronica suggested seeing if it can be tied into the sink drain.

14. CALL TO THE PUBLIC: No public present.

15. BOARD MEMBER'S COMMENTS: No comments from the Board.

16. NEXT MEETING DATE: Special Meeting Monday, August 30 at 7:30 p.m. The next regular meeting is Monday, September 27, 2021 at 7:00 p.m.

17. ADJOURNMENT: A motion was made by Jennifer and supported by Allison to adjourn the meeting at 8:26 p.m. Motion passed.

Respectfully Submitted,
Allison Wert, Secretary