

**WIXOM PUBLIC LIBRARY**  
**BOARD OF TRUSTEES**  
**Electronic Meeting Via Zoom**  
**MINUTES OF REGULAR BOARD MEETING**  
**Monday, February 22, 2021**

1. **CALL TO ORDER:** Due to the capacity restrictions and social distancing requirements set forth in the MDDHS Director's Emergency Orders and the MIOSHA Rules, the meetings will be held electronically. Electronic participation is permitted by the Open Meetings Act as amended by 2020 PA 254. The meeting was called to order at 7:00 p.m. by Veronica. Board members present: Al Boyko participating from Wixom, MI, Delores (Dee Dee) Grant participating from Wixom, MI, Jennifer Mulder participating from Wixom, MI, Veronica Simmons participating from Wixom, MI, Allison Wert participating from Wixom, MI, Director Andrea Dickson and Executive Assistant Carol Barone. Excused Absent: Christie Currier.
2. **APPROVAL OF AGENDA:** A motion was made by Jennifer and supported by Allison to approve the agenda as presented in the board packet. Roll Call Vote: Al: yes, Dee Dee: yes, Jennifer: yes, Veronica: yes, Allison: yes. Motion passed.
3. **CALL TO THE PUBLIC:** No public present.
4. **APPROVAL OF MINUTES:** The minutes of the January 25, 2021, Regular Meeting was included in the board packet. A motion was made by Jennifer and supported by Al to approve the minutes of the Regular Meeting of January 25, 2021. Roll Call Vote: Al: yes, Dee Dee: yes, Jennifer: yes, Veronica: yes, Allison: yes. Motion passed.
5. **APPROVAL OF EXPENDITURES:** The board packet contained the February 2021 expenditure report. There were no questions. A motion was made by Jennifer and supported by Al to approve the February expenditure report as written in the board packet. Roll Call Vote: Al: yes, Dee Dee: yes, Jennifer: yes, Veronica: yes, Allison: yes. Motion passed.
6. **BUDGET REVIEW:** A budget update and the budget amendments were included in the board packet. Our accounts are in good shape.
7. **DIRECTOR'S REPORT:** Andrea is working with DPW regarding reconfiguring the Craft Room and will have a detailed update at the March meeting. Veronica asked when the Building Committee should meet. Andrea said after DPW and the architects give their report and bids will go out. The Committee will be involved with picking cabinets, colors etc. Andrea contacted the Friends about using the Library's Better World Books account to sell items in their storeroom to create space to accept new donations. Andrea has

been working on the new website. Jennifer mentioned that she is excited about the upcoming community scavenger hunt.

8. UPDATE FROM CITY COUNCIL: There was no update from City Council.
9. UPDATE FROM THE FRIENDS OF THE LIBRARY: Nothing new to report.
10. COMMUNICATIONS: There was one email from a patron expressing how happy they are with story-times. Allison asked if surveys are taken after library events and Andrea will look into that.
11. UNFINISHED BUSINESS:
  - a. **COVID-19 Update** – The Library remains in the self-serve Grab & Go phase with patrons still utilizing Curbside appointment pickups. Foot traffic has been extremely low. We are encouraging patrons to send print jobs via email. There have been no changes to the MDHHS epidemic order for libraries. Occupancy is still at 30% with no in person meetings allowed.
  - b. **eResources Review** – The Library has purchased subscriptions to Ancestry Library Edition and Creativebug after last month’s discussion of available eResources. The board packet contained information on BookFlix, Value Line and Universal Class and Andrea discussed them with the group. Andrea recommended and the Board agreed that we purchase a subscription to BookFlix now and then evaluate Value Line and Universal Class as we work on the FY 2021-2022 budget.
12. NEW BUSINESS:
  - a. **Videogame Collection** – The board packet contained an overview on the positives and negatives of having a videogame collection at the Library and a discussion was held. Andrea will contact other neighboring libraries offering videogames to find out how much they spend on the collection and their circulation trends and report back at the March meeting.
  - b. **FY20-21 Budget Amendments** – Andrea discussed the budget amendments that were included in the board packet. We had received money from the Oakland County CARES Act fund. As suggested by our auditors to maintain 30% of the library’s budget we will use some of our fund balance to reconfigure our Craft Room. The City had requested that our retiree pension account move from one expenditure account to another. Our computer software/maintenance account needed a bigger budget than normal due to increased usage of technology and the new website. A motion was made by Allison and supported by AI to approve

the FY20-21 Budget Amendments as written. Roll Call Vote: Al: yes, Dee Dee: yes, Jennifer: yes, Veronica: yes, Allison: yes. Motion passed.

13. CALL TO THE PUBLIC: No public present.

14. BOARD MEMBERS' COMMENTS: Dee Dee commented that the library hours on Facebook were incorrect. Andrea will correct that. She also asked a question about accessing Ancestry when you already have an account. Andrea said you can access it with your library card. Veronica did a great job leading the meeting. Andrea asked the Board if they have any recommendations for board members to let her know and she will reach out to them. Nomination petitions are due April 20. There were no other comments from the Board.

15. NEXT MEETING DATE: The next meeting is Monday, March 22, 2021, Regular Meeting at 7:00 p.m.

16. ADJOURNMENT: A motion was made by Jennifer and supported by Allison to adjourn the meeting at 7:47 pm.

Respectfully submitted,  
Carol Barone, Executive Assistant