

**HAZEL PARK MEMORIAL LIBRARY
123 EAST NINE MILE ROAD
HAZEL PARK, MICHIGAN 48030**

**LIBRARY BOARD MEETING
MONDAY, DECEMBER 23, 2013, 6:30 P.M.
CITY COUNCIL CHAMBERS**

CALL TO ORDER:

The Regular Meeting of the Hazel Park Memorial (HPML) Board of Directors was called to order at 6:30 P.M. by Sandra Pond. All members of the Board were in attendance.

BOARD OF DIRECTORS PRESENT:

Sandra Pond, President
Linda Zeiss, Secretary
Ed Bullock
Irene Zagar
Barbara Winter
Timothy Wright
Corrine Stocker, Library Director

IN THE AUDIENCE: Shirl Howell, Brad Gurgul, Michael Pyciak, Bob Peterson, Richard Robbins and Bobby McDermott

CONVOCATION

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS ON AGENDA ITEMS: N/A

ADDITIONS TO AND APPROVAL OF THE AGENDA:

Winter made a motion to approve the agenda. Zeiss supported the motion. The motion was approved, 6-0.

APPROVAL OF MINUTES:

Zagar made a motion to "receive and file" the minutes for the October 28, 2013 meeting; Bullock supported the motion. The motion was approved, 6-0.

DIRECTOR'S REPORT:

NOTE: A COMPLETE NARRATIVE OF THE DIRECTOR'S REPORT IS ATTACHED.
The Director placed the following monthly documents in each Board member's packet:

CIRCULATION REPORT FOR OCTOBER, 2013 AND NOVEMBER, 2013
OCTOBER, 2013 AND NOVEMBER, 2013 PROGRAM STATISTICS
NOVEMBER, 2013 AND DECEMBER, 2013 INVOICES
FINANCIAL STATEMENT FOR THE PERIOD ENDING 10/31/2013

Zagar motioned to "receive and file" the Director's Report. Zeiss supported the motion. The motion carried, 6-0.

NEW BUSINESS:

- Nomination/Election of Vice President. Zeiss made a motion to nominate Winter as the group's new Vice President. Zeiss supported the motion. The motion passed, 6-0.
- Board Meeting Schedule for 2014. Library Director Corrine Stocker did not have the completed schedule; she assured the Board that it would be available at the January meeting.
- Library Roof. Library Director Corrine Stocker updated the Board on the status of the Library's roof. The low portion of the roof that supports the building's three HVAC units has been leaking for at least 10 years. Stocker brought several commercial roofing contractors and several different commercial HVAC contractors in for their expert opinions over the course of the past few months. Based on their professional opinions, she came to some conclusions on how to address the problem. The roof does not need replacement, but it does require some repairs that should amount to less than \$5,000. Stocker concluded that the majority of the leaks are probably resulting from the furthestmost HVAC unit. She recommended that the roof-top HVAC units be replaced in the spring and that recommended repairs are also made to the roof at that time. The units are at least 20 years old, which is their life expectancy. The Library Board in the past committed some of the library's remaining fund balance toward these repairs, recognizing that they would be necessary in the near future, so the funds are available to do this work.
- Proposed sale of library's *Optalek Spectrum Junior* machine to Hazel Park resident Chris Geriphy. Library Director Corrine Stocker presented Hazel Park resident Chris Geriphy's request to purchase the library's *Optalek Spectrum Junior* machine. Winter made a motion for the library to sell the machine to Mr. Geraphy for \$200. Bullock supported the motion. The motion passed, 6-0.

OLD BUSINESS:

(Library Board's Minutes of 12/23/13)

- Strategic Plan. Library Director Corrine Stocker appealed to the Board for assistance with the Library's Strategic plan. Wright volunteered to Chair the Strategic Plan Committee and Bullock volunteered to be a Strategic Plan Committee member.

COMMITTEE REPORTS: None

PLANNING: None

PUBLIC COMMENTS:

None

BOARD MEMBERS' AND DIRECTOR'S COMMENTS:

Stocker: It's been a rough year, but I'm feeling very optimistic about the future. I really appreciate everything that all of you have done for the library over the past year, as well as everything that our friends and other volunteers have done for us over the past year. I wish you all a happy holiday and we are going to have a great year next year.

Bullock: I too echo Corrine's comments. I think we've had a good year. We've had our ups and downs but we've come through it and we've survived. I appreciate Mr. Peterson's time on the Board. I know his heart is in the right place, as is mine, and everyone else's on the Board. Further, we need to have an election. Sandy has been the President for four terms, and the bylaws clearly state that someone can only hold an office for a maximum of three terms.

(Pond stated that the bylaws do not say that it is not possible for an officer to stay in office for more than three terms. Bullock stated that it needed to be voted on in an election. Winter stated that because we did not have a quorum at the November meeting, which is when the annual Officer Election is scheduled to occur, that the existing officers are to remain in office and that Bullock would have to prove otherwise.)

Winter: I want to thank everyone for welcoming me to the Board. Hopefully I will be a valuable asset. We all know the Library is amazing and Corrine is amazing and we want to keep it. I want to wish you all a Merry Christmas and Happy New Year. It will be hard work next year and we are going to strive to do well.

Wright: It's nice to meet you all and I'm looking forward to working with you all over the next few years. Happy Holidays and thanks to everyone for coming out.

Zagar: I'd like to thank Michael Pyciak for his service on the Board. And Merry Christmas to everybody.

(Library Board's Minutes of 12/23/13)

Zeiss: I'd like to echo those sentiments; Merry Christmas and Happy New Year to everyone who is in this room and at home.

Pond: I would like to thank everyone. Hopefully we'll make some really good progress in the upcoming year. We have a couple of new members and fresh minds on the Board who are already very involved in the library. We've got a lot of hard work ahead of us and I hope we can all come together and do what we are here to do. I wish everyone a Merry Christmas and a Happy New Year. I thank our former Board members for the time that they served.

ADJOURNMENT:

Bullock motioned adjournment at 6:50 P.M. Zeiss supported the motion. The motion carried 6-0.