

**HAZEL PARK DISTRICT LIBRARY BOARD MEETING
MONDAY, JUNE 22, 2015, 6:30 P.M.
CITY COUNCIL CHAMBERS**

CALL TO ORDER:

The Regular Meeting of the Hazel Park Memorial (HPDL) Board of Directors was called to order at 6:30 P.M. by Sandra Pond, President.

BOARD OF DIRECTORS PRESENT:

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

Charles Hemple was absent from the meeting.

IN THE AUDIENCE: Linda Sims, Robert Peterson, Richard Robbins, William Gammon

CONVOCATION:

PLEDGE OF ALLEGIANCE:

PUBLIC COMMENTS ON AGENDA ITEMS: Bill Gammon complained about a book he donated to the library; he indicated that he donated the book (which was on the New York Times Best-seller list) two weeks ago and he was disappointed that it had not yet been added to the library's collection. Library Director Stocker explained that the library staff was cut by over 50% and that our volunteers that handle donations had been away on vacation for the past two weeks. She indicated that we have a surplus of donations that had not yet been handled but that every effort would be made to find the book and add it to the collection as soon as possible. She told Mr. Gammon that if the book were not found, she would purchase it with her own money and add it to the collection.

Robert Peterson stated that he served on the Board for 11 years. He complained that only two board members have ever volunteered to do anything for the library in the past ten years. He added that it would be helpful if some of the people who think they are doing so well would buckle down, stop searching for things that are not there and start doing things to help the library.

ADDITIONS TO AND APPROVAL OF THE AGENDA:

Ed Bullock made a motion approve the agenda; Linda Zeiss supported the motion. The motion was approved, 6-0.

APPROVAL OF MINUTES:

Ed Bullock made a motion to “receive and file” the minutes for the 5/18/2015 meeting; Barbara Winter 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:

- May, 2015 Circulation Reports
- May, 2015 Program Statistics
- May, 2015 Invoices

Barbara Winter motioned to “receive and file” the Directors Report; Linda Zeiss supported the motion. The motion carried, 6-0.

NEW BUSINESS:

- **POTENTIAL AUGUST CLOSURE**
Barbara Winter made a motion to close the library from 8/18/2015-9/1/2015; Tim Wright supported the motion. A roll-call vote was taken: Barbara Winter—“Yes”, Tim Wright—“No”, Irene Zagar—“Yes”, Linda Zeiss—“Yes”, Sandra Pond—“Yes” and Ed Bullock—“No.” The motion carried, 4-2.
- **MOVING AUGUST LIBRARY BOARD MEETING FROM 8/24/15 UP TO 8/17/15**
Ed Bullock made a motion to change the meeting date, due to the August closure; Tim Wright supported the motion. The motion carried, 6-0.
- **PROPOSED CHANGE OF JEANNE MARKOWSKI’S STATUS FROM CONTRACTUAL EMPLOYEE TO PART-TIME EMPLOYEE**
Ed Bullock made a motion to change Ms. Markowski’s status; Barbara Winter supported the motion. The motion carried, 6-0.
- **FRONT ENTRANCE FLOOR MATS**
Library Director Corrine Stocker presented the Board with a hand-out of prices to rent front-entrance floor mats from Cintas—and have them cleaned on a monthly basis, as proposed by Tim Wright. Stocker also gave the Board pricing on replacing the mats with new ones. Stocker explained that the price of replacing the mats was within her discretionary allowance of under \$1,000 and indicated that she did not want to enter the library into a multi-year contractual relationship with Cintas unless she received Board approval to do so. The Board elected to have Stocker purchase new rugs outright, rather than enter into a contract with Cintas.

OLD BUSINESS:

- **BALLOT QUESTION IN NOVEMBER 2015 ELECTION**
Library Director Corrine Stocker informed the Board that she was told by the City Attorney that the library may not be able to pose a ballot question in the November, 2015 election without

paying approximately \$7,000 for a special election. Because the library partnered with the Hazel Park School District, Michigan law requires that the district library election be held during normal school elections; the next regularly scheduled school election will be held in November, 2016. Stocker was previously advised by the City Clerk that the library's election could be added to the November, 2015 City Council Election at no cost. Stocker was told that the Michigan Election Commission was conducting an audit and therefore tightening down on "add-ins." City Attorney Jan Drum is investigating whether some exception can be made for the library.

- **EMPLOYEE HANDBOOK**

The group decided to hold the next workshop at the library on Monday, July 8 at 6:00 p.m.

- **OPTICAL FIBER INTERNET UPDATE**

Corrine Stocker updated the group on the status of the project, which is nearly ready to go live.

COMMITTEE REPORTS: None

PLANNING:

PUBLIC COMMENTS: None

BOARD COMMENTS:

Corrine Stocker: This was a productive meeting and I hope that everyone has a happy Fourth of July Holiday. I encourage everyone to join us on 7/11/15 for garden clean-up day followed by a hot-dog lunch.

Linda Zeiss: We could use more volunteers; the library is in dire financial straights.

Ed Bullock: Asked if we do a back-ground check when we hire a new employee; Stocker confirmed that we do. He also added that he recently attended a meeting at the Milford Library, which holds classes for residents to qualify them for better jobs. He stated that he and Irene would do a presentation about it in an upcoming meeting

Sandra Pond: The August closure is not something that we like or want to do; I see it as being necessary.

Irene Zagar: On the clean-up day, you are supposed to bring your own rake.

Tim Wright: I have a hard time that we lost a book that was donated to us; we need all of the donations that we can get. I understand that we are busy and short-staffed. I want it publicly to be known that I do not approve that Memorial was taken out of the name of the library.

Barbara Winter: I just want to stress that money is tight and that our decision to close the library in August was not made lightly; it was a necessary measure.

ADJOURNMENT:

Tim Wright motioned adjournment at 7:03. Barbara Winter supported the motion. The motion carried, 6-0.