Regular Monthly Meeting
Royal Oak Public Library Board of Trustees
Minutes of June 28, 2005

Trustees present: Dickinson, Halstead, Hollyer, Makarewicz, Palmer, and Wallace.
Trustees absent: Burden, Koelsch, Schell. Also present: Director Carol Windorf and one member of the public.

1. President Dickinson called the meeting to order at 7:04 p.m. at the Mahany-Meininger Senior Center.

2. Announcements – None.

3. Public Comment -- None

4. Agenda was approved.

5. Minutes of the regular meeting of May 24, 2005 were accepted with a correction to the Acorn Foundation report. The amount of the grant being submitted is $70,000.

6. Financial Reports
   a. Revenues report for May 2005 was accepted.
   b. Financial statement for May 2005 was accepted.

7. Library Director's Report – Director explained that Royal Oak library staff will present a small (3-week) summer reading program at the Mahany-Meininger Senior Center to serve preschoolers and families who do not wish to attend a program at another library. RIF book distributions will be made from the same location. Director reported that all books and media were packed in five days, and moving has begun. Library items will be stored at Churchill school, in four semi truck trailers, at the fire station on Webster, at a building at Waterworks Park, and in the library building on 11 Mile Road.

8. Committee Reports
a. Library Oversight Committee – All bids have been approved. Next meeting will probably be in September, with a walk-through. Skanska and the LOC discussed doing the walk-through on the same date and before the library board meeting on September 27, 2005 so library board trustees will also have an opportunity to walk through the building. There was discussion about communication between Skanska, the city's project manager and the library director.
b. Acorn Foundation – Hollyer encouraged trustees to make a donation.
c. Friends Report – Friends provided refreshments for packers and will financially support summer reading program(s) for Royal Oak children in other libraries. They also would like to pay for a feature in the renovated library.
d. Fundraising Committee – Final report was distributed. Committee would like the Board to act on the report in July.
e. Recognition Committee – Three levels of recognition were proposed:

$ 25-100	Donor's name in a book near the lobby
$150-	Name plate on a brick in the south lobby
$250-	Name etched in glass of door sidelights to Friends Shop

9. Unfinished Business - None

10. New Business
a. Library Technology Specialist
MOTION by Palmer, supported by Wallace, that the Library Board urges the Royal Oak City Commission to approve an adjustment to the Library Millage Fund budget, as specified on the attached Additional Needs Summary sheet, and further authorize the Library to fill the Computer Technology Specialist position thereby created. Carried unanimously.
b. Vacant Librarian position – Board proposed to set a public hearing for the July 26, 2005 meeting on the topic of filling the vacant librarian position, and to send notice to the City Clerk, City Manager and City Attorney to get input before or at that meeting.

11. Meeting adjourned at 9:00 p.m.