

Regular Monthly Meeting
Royal Oak Public Library Board of Trustees
Minutes of August 23, 2005

Trustees present: Dickinson, Burden, Halstead, Hollyer, Koelsch, Makarewicz, Palmer, Schell and Wallace. Also present: Director Carol Windorf and employees Lori Boden, Chris Girard, Mary Karshner, and Jim Tackabury.

1. President Dickinson called the meeting to order at 7:00 p.m. at the Senior Center.
2. Announcements - None
3. Public Comment – Chris Girard read a letter thanking the Board and library administration for the opportunity to work at another library while Royal Oak Public Library is closed, and requesting additional Royal Oak library employees to work at Berkley when hours increase because of an expected increase in circulation.
4. Agenda was approved.
5. Minutes of the regular meeting of July 26, 2005 were accepted as written.
6. Financial Reports
 - a. Revenues report for June 2005 was accepted.
 - b. Financial statement for July 2005 was accepted. Director will ask about miscellaneous revenues from FY 2004-2005 and Acorn Foundation statements.
7. Library Director's Report – Director reported on renovations, noting that the roofing should begin the week of August 29, 2005; permit is pending. Demolition is nearly complete; electrical work has begun. There was much discussion about “deployment” of full-time staff to Berkley, Clawson and Madison Heights. Director will contact directors of those libraries.
8. Committee Reports
 - a. Library Oversight Committee – No report.
 - b. Acorn Foundation – Winter *Insight* will feature the library.
 - c. Friends – Budget has been drafted for adoption at the annual meeting September 19.
 - d. Fundraising Committee – Makarewicz reported that Mike Mastantuono agreed to help the Friends obtain 501.c.3 designation. Koelsch is conducting background research. Director presented a draft “wish list” that needs costs and prioritization. Meetings with TMP designers this month will give us some cost estimates.
 - e. Recognition Committee – No report.
9. Unfinished Business
 - a. Vacant librarian position – Director shared response from Tom Trice on behalf of City Manager Tom Hoover. Trustees noted that this is a vacancy, not a new position, and it is included in the approved 2005-2006 library budget. Staff will provide information on the services that this position will provide for the Board's recommendation to the City Commission that the position be posted in early October 2005 in order to be filled in early February 2006 when the library begins to operate on two floors and demand will increase because of renovations.

MOTION by Wallace, supported by Schell, to direct the Library Director to request that the City Manager tell us how the city's current financial situation, the pending millage election, and the input from the two Town Hall meetings are related to filling a budgeted vacant librarian position; the Library Board requests a reply before its September 2005 Library Board meeting. Carried unanimously.

b. War Memorial – Director will find out about the “Design Firm Selection” item that was on the August 2005 agenda of the DDA (Downtown Development Authority).

10. New Business – None.

11. Meeting adjourned at 8:49 p.m.