

Special Meeting on 2006-7 Budget  
Royal Oak Public Library Board of Trustees  
May 18, 2006

MINUTES

Trustees present; Burden, Dickinson, Hollyer, Koelsch, Makarewicz, Palmer and Wallace. Trustees excused: Halstead and Schell. Also present: Human Resources Director Mary Jo DiPaolo, Finance Director Don Johnson and Library Director Carol Windorf

1. President Dickinson called the meeting to order at 6:35.
2. Presentation by Human Resources Director -- Mary Jo DiPaolo reviewed interview guidelines for library board members in preparation for interviewing candidates for the director position. She distributed handouts.

Meeting was recessed at 6:52 p.m. for a brief meeting of the Director Search Committee.

Meeting reconvened at 7:08 p.m.

3. Public Comment - None.
4. Search Committee recommendations -  
**MOTION** by Wallace that the Library Board accept the Library Director Search Committee recommendations to (a) interview four candidates starting at 9:00 a.m. on Saturday, June 10, as well as such other date or dates as may be necessary to accommodate schedules as arranged by staff; (b) authorize the city's Human Resource Director to arrange for administration of the management in-basket test (supplemented by an additional question from the search committee) at a cost of approximately \$1,200; and (c) authorize the city's Human Resource Director to contact the selected candidates and schedule times for interviews and testing. Carried unanimously.

5. Budget Committee presentation - Chair Rick Wallace distributed copies of the proposed budget and reviewed it with trustees. He gave an overview of the committee's task, explained assumptions, summarized several sections and noted the rationale for amounts allocated to various accounts. He thanked committee members Joan Koelsch and Art Makarewicz for their contributions and time.

**MOTION** by Wallace that the Library Board adopt the budget proposal from the Budget Committee and instruct the library director to submit it to the City Commission through the City Manager, and that she invite the City Manager and the Finance Director to submit any comments they may have on the proposed budget to the Library Board at or before its May 23 meeting. Carried unanimously.

6. Meeting adjourned at 8:10 p.m. on a motion by Hollyer, supported by Palmer