

**Rochester Hills Public Library
Board of Trustees Meeting**

December 14, 2020

- I. The Board of Trustees of the Rochester Hills Public Library held a regular (electronic) meeting on Monday, December 14, 2020. The President called the meeting to order at 7:04 pm via a virtual roll call. The presiding officer was Madge Lawson who announced she was attending remotely from Rochester Hills, in Oakland County, MI.

A quorum of the board was present and attending remotely including Anne Kucher, Suba Subbarao, Bob Bonam, Gregg Christenson, Chuck Stouffer, each of which confirmed they were attending remotely from a location in Rochester Hills, in Oakland County, MI.

Guests included Library Director Juliane Morian, City of Rochester Liaison Ayana Knox-Potts, and Oakland Township Library Board Liaison Michael Tyler.

- II. There were no public comments.
- III. Minutes –On a motion by Mr. Bonam, which Mr. Christenson seconded, the board approved the amended meeting minutes of November 9, 2020.
- IV. The Treasurer’s Report –The board reviewed, discussed and filed the treasurer’s report.
- V. On a motion by Mr. Stouffer, which Ms. Kucher seconded, the board approved the monthly bills for November 2020 totaling \$404,740.06
- VI. Communications
 - A. The board reviewed, discussed and filed the communications.
- VII. Director’s Report and Statistical Report
 - A. Ms. Morian provided an update on COVID-19 library operations. Ms. Morian recommended continuing with drive-thru and lobby-only operations due to the community spread of the virus. Ms. Morian will provide an update regarding operations on or before the next board meeting.
 - B. Ms. Morian outlined how the library will begin to routinely purge patron accounts with no activity for five (5) years or more, excluding RCS student accounts. Ms. Morian answered questions from board members and confirmed that purging accounts does not adversely affect statistics or purchasing power and that adding accounts back into the database was an efficient and easy workflow.
 - C. The board reviewed and discussed the director’s report and statistical report.
- VIII. Committee Reports
 - A. Finance Committee –

1. The board reviewed the amended budget. Ms. Morian explained that through a series of strategic cuts to the 2020 budget and aggressively pursuing grant resources, the library was able to complete the year with a surplus of revenue over expenses despite the unpredictable nature of the COVID-19 pandemic.
2. On a motion by Mr. Stouffer, seconded by Mr. Bonam, the board approved the revised RHPL 2020 budget as presented showing revenue in the amount of \$4,975,500 and appropriations in the amount of \$4,500,000.
3. The board discussed if additional revenue over expense would be directed to the fund balance in order to achieve the target fund balance recommended by independent auditors.
4. Ms. Morian provided a summary of the LED conversion project. The next step will be to outline considerations of working with Energy Reduction Coalition (ERC) compared to completing the project in-house.

IX. Other Business

- A. The board requested Ms. Morian complete an official board roster that does not include personal contact information (not required under FOIA).
- B. The board discussed a quote for new countertops to replace existing countertops in the restroom. On a motion by Mr. Bonam, seconded by Mr. Christenson, the board approved spending up to \$10,000 to replace countertops in FY 2021.
- C. Ms. Lawson commented that she wished everyone a wonderful Christmas and a much better new year in 2021.
- D. Mr. Bonam requested that board members consider which committees for which they want to volunteer in 2021 as that will be decided at the annual meeting in January.
- E. Mr. Stouffer echoed what Ms. Lawson said and added that he looked forward to an improving world in the new year.
- F. There were no additional comments from board members.

X. Questions from the Liaisons

- A. Ms. Knox-Potts conveyed her appreciation for the library and the work of the RHPL board. She requested that her son, Amari Potts be able to speak before the board.
 1. Mr. Potts commented that he was a teen patron and member of the Anti Racism Alliance at RHPL. He conveyed that it was a great opportunity to voice his opinion and share how it affects his life as a young Africa American male. He went on to comment that it is an important and unfortunate issue in the world, and that he was thankful to the Rochester Hills Public Library staff and board members for hosting this event.
- B. Mr. Tyler commented that he may be joining future electronic meeting despite wintering outside of Michigan for the next couple of months. He wished everyone a nice holiday.

XI. The regular meeting adjourned at 8:25 pm.