

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

August 17, 2020

- I. The public hearing for the 2021 budget was opened at 8:01 pm. There were no comments on the budget and the public hearing was closed at 8:02 pm.
- II. The Board of Trustees of the Rochester Hills Public Library held a regular (virtual) meeting on Monday, August 17, 2020. The President called the meeting to order at 8:03 pm via a virtual roll call. The presiding officer was Madge Lawson.

A quorum of the board was present including Bob Bonam, Gregg Christenson, Anne Kucher, Chuck Stouffer, and Suba Subbarao.

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

- III. There were no public comments.
- IV. Minutes –On a motion by Mr. Bonam, which Mr. Stouffer seconded, the board approved the regular meeting minutes of July 13, 2020.
- V. The Treasurer’s Report –The board reviewed, discussed and filed the treasurer’s report.
- VI. On a motion by Mr. Bonam, which Ms. Subbarao seconded, the board approved the monthly bills for July 2020 totaling \$424,075.59.
- VII. Communications
 - A. The board reviewed, discussed and filed the communications.
 - B. Mr. Christenson said that as a member of the Investment Committee on the Community Foundation of Greater Rochester, he would request a performance review of the endowed funds and deliver feedback regarding an improved reporting tool.
- VIII. Director’s Report and Statistical Report
 - A. The board reviewed and discussed the progress of reopening the library in phases during the COVID-19 pandemic. Ms. Morian led the board through a discussion on statewide and county statistics that could trigger a roll back in library service to drive-thru only. Ms. Morian commented that the most influential statistics are daily COVID positive tests, increasing hospitalizations, and percentage of community spread.
 - B. The board confirmed that the priorities of Grab & Go phase of library operations (during the pandemic) are: browsing collections, computer access, and interior/drive-thru/bookmobile pick up of holds. Encouraging people to sit and linger in the library, in-

person programming, and the Early Literacy Bus would be phased in as community spread of the virus lessens.

- C. The board reviewed and discussed the statistical report.

IX. Committee Reports

A. Finance Committee

1. On a motion by Mr. Stouffer, seconded by Mr. Christenson, the board unanimously approved the budget as presented and appropriated \$4,828,600 for the 2021 fiscal year.
2. The board reviewed the 2020 budget projections and filed the report without taking any action on budget amendments for the current fiscal year.
3. On a motion by Mr. Bonam, seconded by Mr. Stouffer, the board approved an update to the Vendors Approved for Single Signer Checks.

B. Policy Review Committee

1. The board reviewed the policies changes presented as a first reading, and will engage in a second reading at the September RHPL board meeting.

X. Other Business

- A. Ms. Morian provided an update on a new LED conversion projected. The board had considered working with a firm in 2019 to complete an LED conversion, however, when the initial investment proved to be too high, the decision was made to postpone until the library achieved a target fund balance. Ms. Morian shared that she was made aware of a new nonprofit firm (through the City of Rochester) that does not require upfront costs for LED conversions, but rather enters into a long-term contract with local institutions and municipalities to share in cost-recovery of realized utility savings over multiple years. The board inquired as to the costs associated with doing the upgrades in phases with another company and for a referral from Frank Rewold & Sons, and Ms. Morian will research and report back. The board decided to delegate reviewing the cost saving figures to the Finance Committee. The Finance Committee will make a recommendation to bring it back before the full board at a later date.
- B. There were no additional comments from the Board.

XI. Questions from the Liaisons

- A. Mr. Tyler informed the board that the Oakland Township Library Board has a regular meeting scheduled Thursday, August 20th where they will review their budget for 2021.

- XII. The regular meeting adjourned at 9:42 pm.