

**Board of Trustees Proceedings**  
***William P. Faust Public Library of Westland***  
**Wednesday July 9, 2014**

A regular meeting of the Board of Trustees for the William P. Faust Public Library of Westland was held on Wednesday July 9, 2014, at 6123 Central City Parkway, Westland, Michigan.

**1. Call to Order.**

The meeting was called to order at 7:00 P.M. by Board President Mark Neal.

MEMBERS PRESENT: Mark Neal, Antoinette Martin, Sheri Robinson

MEMBERS ABSENT: Tim Jackson, Mark Welch

ALSO PRESENT: Library Director Dr. Sheila Collins, Library Attorney Michael McNamara

**2. Action on Agenda**

None

**3. Citizen Comments**

None

**4. Business**

**4a. Approval of Minutes from June 11, 2014 Library Board meeting minutes.**

Motion by Martin, supported by Neal

RESOLVED to approve June 11, 2014 minutes as presented.

Martin- Aye  
Neal- Aye  
Robinson- Abstain

Motion carried

**Board of Trustees Proceedings**  
***William P. Faust Public Library of Westland***  
**Wednesday July 9, 2014**

**4b. Approval of Bills from June 2014.**

Motion by Martin, supported by Robinson

RESOLVED to approve June 2014 bills as presented.

Martin- Aye  
Neal- Aye  
Robinson- Aye

Motion carried

**4c. Election of Officers.**

**Election of Board President**

Motion by Martin, supported by Robinson

RESOLVED to open nomination for Library Board President.

Martin- Aye  
Neal- Aye  
Robinson- Aye

Motion carried

Motion by Robinson, supported by Martin

RESOLVED to nominate Mark Neal for Library Board President.  
Mark Neal accepted nomination

Martin- Aye  
Neal- Aye  
Robinson- Aye

Motion carried

**Board of Trustees Proceedings**  
***William P. Faust Public Library of Westland***  
**Wednesday July 9, 2014**

Motion by Martin, supported by Robinson

RESOLVED to close nominations for Library Board President.

Martin- Aye  
Neal- Aye  
Robinson- Aye

Motion carried

Motion by Martin, supported by Robinson

RESOLVED to elect Mark Neal Library Board President.

Martin- Aye  
Neal- Aye  
Robinson- Aye

Motion carried

**Election of Vice President**

Motion by Martin, supported by Robinson

RESOLVED to open nomination for Library Board Vice President.

Martin- Aye  
Neal- Aye  
Robinson- Aye

Motion carried

Motion by Robinson, supported by Martin

RESOLVED to nominate Antoinette Martin for Library Board Vice President.  
Antoinette Martin accepted nomination

Martin- Aye  
Neal- Aye  
Robinson- Aye

Motion carried

**Board of Trustees Proceedings**  
***William P. Faust Public Library of Westland***  
**Wednesday July 9, 2014**

Motion by Martin, supported by Robinson

RESOLVED to close nominations for Library Board Vice President.

Martin- Aye  
Neal- Aye  
Robinson- Aye

Motion carried

Motion by Robinson, supported by Martin

RESOLVED to elect Antoinette Martin Library Board Vice President.

Martin- Aye  
Neal- Aye  
Robinson- Aye

Motion carried

**Election of Treasurer**

Motion by Martin, supported by Robinson

RESOLVED to open nomination for Library Board Treasurer.

Martin- Aye  
Neal- Aye  
Robinson- Aye

Motion carried

Motion by Martin, supported by Robinson

RESOLVED to nominate Sherri Robinson for Library Board Treasurer.  
Sherri Robinson accepted nomination

Martin- Aye  
Neal- Aye  
Robinson- Aye

Motion carried

**Board of Trustees Proceedings**  
***William P. Faust Public Library of Westland***  
**Wednesday July 9, 2014**

Motion by Martin, supported by Robinson

RESOLVED to close nominations for Library Board Treasurer.

Martin- Aye  
Neal- Aye  
Robinson- Aye

Motion carried

Motion by Martin, supported by Robinson

RESOLVED to elect Sherri Robinson Library Board Treasurer.

Martin- Aye  
Neal- Aye  
Robinson- Aye

Motion carried

**Election of Secretary**

Motion by Martin, supported by Robinson

RESOLVED to open nomination for Library Board Secretary.

Martin- Aye  
Neal- Aye  
Robinson- Aye

Motion carried

Motion by Martin, supported by Robinson

RESOLVED to nominate Mark Welch for Library Board Secretary.  
Contingent on Mark Welch accepting nomination

Martin- Aye  
Neal- Aye  
Robinson- Aye

**Board of Trustees Proceedings**  
***William P. Faust Public Library of Westland***  
**Wednesday July 9, 2014**

Motion carried

Motion by Martin, supported by Robinson

RESOLVED to close nominations for Library Board Secretary.

Martin- Aye  
Neal- Aye  
Robinson- Aye

Motion carried

Motion by Martin, supported by Robinson

RESOLVED to elect Mark Welch, contingent on acceptance of nomination, Library Board Secretary.

Martin- Aye  
Neal- Aye  
Robinson- Aye

Motion carried

**4d HVAC System Update**

The Maintenance Supervisor is on vacation and is to have training in a few weeks. There were chiller problems twice in the past week and no air conditioning last Saturday. It was hot and humid in the Library on Monday and Johnson Controls, Inc. was called and the system had to be reset. The Board requested that the Library Maintenance Supervisor attend the August Library Board meeting.

**4e Parking Lot Lighting Project Update**

McNulty Electric has done additional work for the sensor on the light pole and the work should be completed in 10 days. The shields at the light fixtures can not be tipped or angled. The Library will get bids for landscaping work along the property line to shield the light from the neighbors. The City will install sprinklers at the Veterans Memorial Garden and do landscaping work. Terry Martin is the contact person for the work.

**Board of Trustees Proceedings**  
***William P. Faust Public Library of Westland***  
**Wednesday July 9, 2014**

**4f Library Expansion**

The Director handed out a draft Building Survey Questions to get input from library patrons and Westland citizens. The survey is to be distributed at the library checkout, on the Library website, the kiosk at the library and with the Survey Monkey program. The Library Board discussed the questions and made suggested changes. A committee will be formed to compile the survey results.

**4g Set up Study Session to review salaries in August**

A Study Session on Library salary scales was scheduled for Wednesday August 13, 2014 at 5:45 p.m. at the Library.

**4h Employee minimum wage**

This will be addressed at the study session regarding wages and comparisons.

**5. New Business**

None

**6. Director's Report**

The Director provided statistics on circulation and reported that the staff supported Relay For Life and will meet with OHM on June 23, 2014 regarding capital improvements and on June 26, 2014 will meet with Barb Marcum regarding the Compassionate City Program. Rosie the Robot has been a success with the patrons and staff.

**7. Citizen Comments**

None

**8. Board Member Comments.**

Martin congratulated the officers on their election. She said the programming numbers seem high and wants to be careful not to overburden the staff.

Robinson- None

Neal- None

**Board of Trustees Proceedings**  
***William P. Faust Public Library of Westland***  
**Wednesday July 9, 2014**

**9. Next Meeting Topics**

HVAC Update  
Lighting Update  
Building Survey  
Salary Discussion  
Election of Library Board Secretary- acceptance of nomination

**10. Adjournment**

Motion by Martin, supported by Robinson

RESOLVED to adjourn the meeting.

Martin- Aye  
Neal- Aye  
Robinson- Aye

Motion carried

Meeting adjourned at 7:52 P.M.