

Special Board Meeting
Royal Oak Public Library Board of Trustees
Minutes of January 5, 2005

Trustees present: Dickinson, Burden, Halstead, Hollyer, Palmer, and Wallace.

Trustees absent: Schell (excused). Also present: Director Carol Windorf and City Attorney Chuck Semchena

President Dickinson called the meeting to order at 6:45 p.m.

MOTION by Burden, supported by Hollyer, to go to closed session to discuss collective bargaining with attorney-client privilege. Roll call vote: Halstead-YES, Hollyer-YES, Palmer-YES, Dickinson-YES, Burden-YES, Wallace-YES. Motion carried.

MOTION by Hollyer, supported by Burden, to end the closed session.

Closed session adjourned at 7:45 p.m.

President Dickinson reconvened the special meeting at 6:45 p.m.

Trustees present: Dickinson, Burden, Halstead, Hollyer, Palmer, and Wallace.

Trustees absent: Schell (excused). Also present: Director Carol Windorf and two members of the public.

1. Announcements/Communications – Dickinson announced that Mike Mastantuono’s term as library board member has expired and he will not seek appointment for another term.
 2. Public Comment – Brendan Wehrung expressed his concerns about the renovations impeding services, and the large new youth services area with a declining population of children in the city.
 4. Agenda was accepted with the addition of item 4.5 Staffing.
 - 4.5. Staffing – Trustees discussed what kind of staffing the library might have if we lose all of our part-time employees, specifically aides and pages. They asked Director Windorf to prepare a report outlining ideas for operating the library in this event for use in preparing for the City Commission presentation.
 5. Review financial information, current operating budget – A small budget committee (Wallace and Dickinson) will review numbers in the 2004-5 and 2005-6 budgets in preparation for the January 24, 2004 City Commission presentation.
 6. Review renovation costs and prioritize project per available funds – Trustees reviewed the renovation budget prepared by Skanska on October 6, 2004. A revised budget is anticipated at the Library Oversight Committee (LOC) meeting on January 12, 2004 along with recommendations for contract awards for the roof, HVAC/plumbing, fire protection and electrical. Trustees were comfortable with the priorities already determined by the LOC, which has set aside windows (\$208,000) and book drop-off (\$75,000) to be considered if funds allow or if outside funding is acquired. Trustees were pleased to learn that the “monumental staircase” and finishes have been scaled back to save money.
- Fundraising Committee of the Library Board is scheduled to meet on January 17, 2005. Palmer will join the committee to replace Mastantuono.
7. Recommendations to the City Commission – Trustees set a special meeting for 10:00 a.m. Saturday morning January 15, 2005 in Lawson Hall to receive the report of the special budget committee. The purpose of the meeting is to prepare a presentation for the January 24, 2005 City Commission meeting when the library is on the agenda to respond to concerns about debt payment and to request that the Commission begin the bonding process.
 8. Next regular meeting of the Library Board is January 25, 2005. Dickinson reminded trustees that we will begin at 6:00 p.m. with a supper. She will invite Stephanie Melnick and will bring a cake to thank Stephanie for five years of service on behalf of Pleasant Ridge residents.
 9. Meeting adjourned at 9:05 p.m.