

## ST. CLAIR COUNTY LIBRARY BOARD OF TRUSTEES MEETING MINUTES

TIME & PLACE: 6:30 p.m. Tuesday, December 17, 2002  
210 McMorrان Blvd, Port Huron, Gilbert Wilcox Meeting Room

PRESENT: BOARD MEMBERS: Donna Burch, Betty Clement, Randy Fernandez, Lynn Moran and Dr. Fred Nowland. DIRECTOR: James Warwick.

ABSENT: None

ALSO PRESENT: Administrative Services Secretary, Kimberley Radatz; Assistant Branch Librarian, Anita Jackson; Assistant Library Director, Stanley Arnett II; Branch Coordinator, Peggy Guoin; Branch Librarian, Patsy Beischer; Branch Librarian, Vickie Hurley; Clerk Typist I, Cathy Kilbourn; Library Assistant I, Cheryl Thomas; Library Assistant I, Kathleen Wheelihan; Pre-Professional II, Brenda Arnold; Pre-Professional II, Maura Gostinger; Commissioner, Pat Anger; Commissioner, Juanita Gittings; St. Clair County Administrator, Troy Feltman; St. Clair County Deputy Service Director, Joe Bixler; Ron Beischer, Sharon Bender, Gretchen Krug, David Pickett, Helen Praet, Angela Rochon, Kathy Schoeneweg, Robert Wassmus and Victoria Wassmus

I. CALL TO ORDER AND ATTENDANCE BY Chairperson Nowland at 6:30 p.m. All members present.

II. APPROVAL OF AGENDA: Moved by Vice-Chairperson Moran and supported by Member Burch to accept the Agenda with the change under New Business. (Moving Board Member Reports prior to Memorandum of Understanding between St. Clair County & St. Clair County Library Board). Motion unanimously carried.

III. CITIZENS' COMMENTS:

Virginia Corey (Member of the Friends for the last 15 years and active with establishing the Ft. Gratiot Branch). Complimented the Library Board that they are doing a good job with the Library and would like to see it continue that way. Would like to see the Library Board and the County Commissioners sit down and work together and come up with the changes that are necessary and put in place that we don't have to, every three or five years get a new Library Board or new Library Director to satisfy some political people.

Anita Jackson (St. Clair County Library Employee). Urged the Library Board not to sign any agreement giving the powers of the Library over to the County, we are a non-mandated service in this County and they've shown now and in the past they really could care less about this Library. What improvements has the County done for this Library for the year; they have done minimal to none.

Kathy Schoeneweg (Member of the Friends of the St. Clair Library). Loves the way the Library has come into the 21<sup>st</sup> century, before we had circulation problems, choices in their own branch wasn't the greatest and also with the additional revenue the branches no long have hit or miss hours. Commend what they have done, think they have done a fantastic job, just so thrilled the way the Library has progressed that it really hurts them to see bad press and hope that the differences can be ironed out.

Sharon Bender (Member of the South Park Study History Group that is researching the history of the South End of Port Huron). The group strongly supports the Library and are very grateful for the services that the Library provides. The funding that the Library has received has been used rightly for the services to its citizens and encouraged the Library to continue in the same spending that they are doing now, you are doing the right thing by your customers. The first thing of any organization is to provide services that they are here for and you do that. Also thanked the Library because now the public does not have to wait for specific hours to access areas because now that most of the material is located upstairs and not in the basement. The Board has done an outstanding job in being stewards of the citizens money and doesn't think that one error out of

twenty some years that she's been around here and watch the Board serve the community would constitute a need for their oversight. Strongly urged the Library Board to continue on, to do what they have been doing and that is to provide service and rightly not get out of the wind when you know that you have been cut \$328,000 and not open up another branch (business) as others have done, you don't do that when you don't know what your funding is going to be. No other Library in our area provides children fishing poles like we do! Also notes that the Library has come along way.

Angela Rochon (Appointed to Algonac Library Board) Both her mother and daughter both worked at the Algonac Library. Commented that she has seen the Algonac Library come from a tiny building with a leaking roof to a true community center and thanked the Library Board for that.

David Pickett has visited many libraries in this Country and all over Europe and finds this Library to be a good one and pleased to support it. Is saddened to read the information in the paper based on lack of information. Knows some times you spend more money one year then the other year. When you read in the newspaper that the Board has spent thousands, this is negligence and can't understand it, but would like to ask the Board to make it absolutely certain that the citizens know exactly what they have been doing so that the balance can be restored.

IV. APPROVAL OF MINUTES: Moved by Vice-Chairperson Moran and supported by Member Clement to accept the November 19, 2002 Regular Meeting Minutes as presented. Motion unanimously carried.

V. FINANCIAL REPORT:

a) Approval and Ratification of Bills.

Moved by Chairperson Nowland and supported by Member Clement to accept the Millage invoices for November, totaling \$11,351.18 and the Regular invoices for November, totaling \$44,340.13. Motion unanimously carried.

b) Acceptance of Financial Report.

Moved by Vice-Chairperson Moran and supported by Member Clement to accept the Financial Report as information only. Member Fernandez referring to the Summary of Budget questioned the last column on the report asking if it was an error? Administrative Secretary, Kimberley Radatz noted it looks like a typo but would like to review. Chairperson Nowland asked Director Warwick and Kimberley Radatz to send a note to the board so they can look at it prior to the next meeting. The acceptance of the Financial Report was tabled until the next Library Board meeting.

VI. COMMUNICATIONS:

a) Library Director's Report.

Director Warwick noted, copies of his analysis on Library spending is located in the back of the room. Have been busy spending the last couple of weeks going through invoices, also presented a copy of Analysis of major library purchases 2001 – 2002 to the County Commissioners and met on Friday so that we can give a report to the public on the Library finances. Director Warwick explained thoroughly the Analysis of major Library purchases 2001 – 2002 and noted that these were planned projects by the Library Board and also are some of the things that we used your tax dollars for in order to try to improve services.

b) Department and/or Committees.

c) Other

Moved by Member Burch and supported by Vice-Chairperson Moran to receive and file Communications as information only. Motion unanimously carried.

VII. OLD BUSINESS:

a) None

VIII. NEW BUSINESS:

- a) Requesting approval to fill Clerk Typist I position at Main Branch.  
Moved by Member Clement and supported by Vice-Chairperson Moran approving to fill the Clerk Typist I position at the Main Branch. Motion unanimously carried.
- b) Participating in MiLE Resource Sharing Project.  
Moved by Member Fernandez and supported by Vice-Chairperson Moran to participate in the MiLE Resource Sharing Project not to exceed \$5,000.00 per year. Chairperson Nowland noted that they should probably re-evaluate this program after a year or so to see if they want to continue. Motion unanimously carried. Motion was amended by Member Fernandez to not to exceed \$6,000.00 per year and supported by Vice-Chairperson Moran. Motion unanimously carried.
- c) Board Member Reports.  
Member Clement – Branches were very busy in November and December also noted that there are a lot of missing CD's at the Yale Branch due to no locking cases. Staff has removed all CD's from cases and now are being requested at the desk. Branch Librarian, Kaye Ray attended four meetings this past month. Circulation is up; continue to have a lot of school and boy scouts visits. Programs and computers classes are all very well attended.  
Vice-Chairperson Moran – Memphis had their Library Guardian installed Wednesday, coming along nicely also had their new desk installed (much more space efficient). Boy Scouts came this month and raked leaves. The window displays always look nice. Seventy people attended Tammy Stone concert. Capac Branch Librarian Patsy Beischer introduced her self and explained their big event for this month was Santa Claus came to the Library also worked in conjunction with the Chamber of Commerce, had approximately 700 people come through the Library in one day (hay rides, served hot dogs, donuts, cookies and every child that came in got their picture taken with Santa, all was free of charge and was donated by local merchants in the area. Library Guardian was also installed Thursday and Friday, waiting for their scheduler. Circulation is also up (continued increase the last two years). Vice-Chairperson Moran noted things have really come along way.  
Chairperson Nowland – Visited downriver branches. Circulation is up and people are also waiting for computers. The mitten tree's this year was unbelievable, thinking their going to double the amount of mittens for this year. Received a comment from a librarian about having Library Guardian "it's nice not having to be a cop"! Also receiving positive comments about the Library Guardian from parents.  
Member Fernandez – Started on an agenda item for himself (start of a Library Foundation) by meeting with a friend, Mike Turnbull who is the president of Stewart Beauvais and Whipple, have not met with Randy Meyers from Community Foundations, will probably meet after the first of the year.  
Member Burch – Have not had a chance to visit branches due to personal and family reasons.
- d) Memorandum of Understanding between St. Clair County & St. Clair County Library Board.  
Chairperson Nowland opened the discussion to the Library Board Members and accepted comments on where we go at this time on the memo that was delivered to him. Vice-Chairperson Moran explained she really didn't understand what exactly what the County wants to do, (how they want to change things) and asked County Administrator Troy Feltman if he would explain it a little better to them. Chairperson Nowland explained they are not saying no, but really would like to move ahead, work out an cooperative agreement so they can do these kind of things and move the Library along with the County and County Administrator, Troy Feltman. County Administrator, Troy Feltman explained he would not speak for the Board of Commissioners but would speak on their behalf. He distributed the Corporate Initiatives to help explain the major initiatives the County will be undertaking over the course of Fiscal year 2003 and noted on record he has not participated in one conversation with the Board of Commissioners either collectively or individually that ever questioned the services of the Library and means

this sincerely there has not been a question of staff or the services that the Library provides for the public. He thinks that all this evolves around his Board members that want to make sure that as the Library proceeds forward that it's a part of the system. Also thinks they feel some of the decisions that have resulted from expenditures of dollars have not been done in the context of the big picture as the County sees them. Troy Feltman thinks that their initiatives that the board reads may implicate the Library or involve the Library Administration, and his office would drive those whether it's the Library or any other department within this organization. Also noted no one including himself wants to run this Library, "I don't know how to run a Library". But explained he knows how a lot of organizations can run efficient, effective and eliminates redundancies. County Administrator, Troy Feltman proposed to the Library Board that this document says those areas where the Board of Commissioners have issued a directive, County wide administration, and his office is going to be driving those initiatives, whether it be in this building or anywhere else in this organization. If there's been a lack of communication then that's all it is! There's no insidious other shoe to drop, once the document is signed, the County sweeps in and makes radical changes. Nobody sees that, but if the Library truly wants to develop a new facility here, it's going to happen through the County as partners. Also if the Library truly wants to pursue the Performance Base Management the County and Library needs to be a partner. Also noted he is personally sorry that it had to come to this. His instructions from his board were to come and answer questions relevant to what this document represents and where we can go in the future. Also noted he doubts if anybody out on the street would even notice that this has been signed, the vast majority of things that are going to take place will take place behind the scenes relevant to assuring that there's a proper linkage between this operation with what is going on with the rest of the County.

Vice-Chairperson Moran asked what legally changes in terms of structure by signing this as apposed to them getting together and having meetings. Troy Feltman explained that the Library Board would recognize his authority to come in and work with Director, James Warwick directly on implementing the directives of the Board of Commissioner's. Vice-Chairperson Moran asked if there was a disagreement on how things are done who would make that final decision? Troy Feltman explained if it's the position of the Board of Commissioners, they would. They are ultimately accountable by the citizens for the operation of this facility! Director Warwick asked if there was a dispute of the efficiency and effectiveness of the Library's computer system and the County wanted the Library's computer system, the Library would have no choice, would it go to the County! Troy Feltman explained if the Board of Commissioners felt that and based on legal council's opinion they would have the right to come in affect change so that to happen. Troy Feltman explained that the bottom line is the Board of Commissioners feel uncomfortable with some of the things that have been done and they want to have the ability to have their administrator come over and ratify those things based on what their wishes are and that's based on their interpretation of the County's legal council saying ultimately you're the authority. Member Fernandez asked Troy Feltman if he feels long term wise by making this change that the Library can grow and prosper? Troy Feltman explained yes and he also sees this document, this agreement strengthening this relationship and communication. There will be times where there will be disagreements. Vice-Chairperson Moran asked why can't these meetings take place and this linkage can't be in place without signing the document why can't we communicate and exchange ideas and come to a better understanding what each is attempting to do? Chairperson Nowland explained yes, the Library wants to be involved and yes, we want to work out an agreement, but the Library Board has some unanswered questions. Also explained they work under a State Law for libraries and they have to operate in a certain way according to State Law in reference to the establishment of boards, hiring and firing. Director Warwick asked if he could get questions from the Library Board Members and come over and discuss it and get a written understanding so they can understand it a little better and try and work though some of these things, and also what were their doing is it legal? Troy Feltman explained that Corporate Council has looked at the agreement. Member Fernandez noted

Chairperson Nowland's that he liked his statement and feels the same "that you weren't against the document but have questions and the Library Board needed time" and also noted they need assistance in the budgeting area. Member Fernandez also explained he is not prepared tonight to agree with the document and thinks that the Board can get there if they can meet with Troy Feltman in an open dialog to get their questions answered and then the Library Board can make a firm decision and hopefully by the first couple of months in the new year they'll be done. Member Clement also agreed with Member Fernandez.

County employee, Maura Gostinger explained that "the Library is part of the County; we're not an independent agency or a district library so we have to coordinate our movements together. Also the continual discord has done harm, the morale of the staff has been effected and is tired of this, it needs to be resolved and get on with business". Moved by Member Fernandez and supported by Member Clement to table the Memorandum of Understanding between St. Clair County & St. Clair County Library Board for further discussion with one person from each board (Library Board and County Commission) with questions and get them answered and then report back and put back on the Agenda then move on. Motion unanimously carried.

NEXT REGULAR MEETING DATE. Tuesday, January 21, 2003 at 6:30 p.m., located at the Main Library, 210 McMorran Blvd, Port Huron, Gilbert Wilcox Meeting Room.

IX. ADJOURNMENT: Moved by Member Fernandez and supported by Vice-Chairperson Moran to adjourn meeting. Motion unanimously carried. Adjourned at 8:25 p.m.

Respectfully Submitted:

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Lynn K. Moran, Vice-Chairperson

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James F. Warwick, Director/Secretary