

PONTIAC PUBLIC LIBRARY
BOARD OF DIRECTORS MEETING
Wednesday, April 26, 2017
5:30 p.m.

The meeting was called to order by chair, Rosie Richardson at 5:35 p.m. Roll Call: Allen, absent; Duvall, present; Jenkins, present; Jones, present, Richardson, present; Waterman, absent. A quorum was present. The chair requested Trustee Jenkins to offer prayer.

The chair *asked for a motion to suspend our bylaws* regarding the bid for the HVAC system. Trustee Duvall asked for an explanation. The chair stated that the bylaws indicated that we would need to send out an RFP and what happens is if we sent out an RFP to a separate company then we would have a separate contract and maintenance agreement, and if something went wrong with either one, we would have to service agreements when Lizuit had already indicated that they could service both the heating and cooling in a previous contract. Trustee Duvall asked how that in the order of the agenda protocol? The chair stated *that she asked if we could add that the agenda under action items*. Trustee Jenkins stated in a motion that if that we could adjust the agenda so that the attorney could render his opinion because the meter was running on his rate and we needed to address these issues rather than have him wait. Trustee Duvall seconded. The chair asked if it was so we could address the staff complaints, and asked that Trustee Jenkins state that in her motion. The chair asked where we should adjust the attorney's opinion. Trustee Jenkins stated that we could adjust to following Public Comment. Trustee Duvall stated that she also had some consideration of the agenda that needs to be noted. She further stated that typically, the chair cannot appoint an interim chair for her recusal. Trustee Duvall stated that she did not take a vote on the interim chair does not know if anyone else took a vote, otherwise it would be totally inappropriate. To that point, if the chair recuses herself to address these complaints, then the interim chair would be in succession of the board officers either Trustee Jenkins or Trustee Duvall. The chair stated that the reason it was done was because there had been some comments made regarding the complaints, and since Trustee Jones was the only one who did not make any comments she felt he would be a neutral person. The chair asked what was her pleasure. Trustee Duvall stated that we should do it the way it should be done, which is in succession of the officers. Trustee Duvall stated that she served as Interim Chair previously and that Trustee Jenkins was capable of it. Trustee Jenkins stated that she did not feel that she should since she had some issues that she intended to address regarding the staff complaints. The chair reiterated that Trustees Duvall and Jenkins had made some biased comments and that Trustee Jones was the only one who did not make any comments. The chair stated that the comments were not neutral. Trustee Duvall stated that she did not think that "biased" was the right word. When asked what comments, the chair stated that she felt Trustee Jones should serve as Interim Chair because he made no comments. Trustee Duvall stated that it was still out of order. *Trustee Jenkins motioned to have the agenda adjusted to have the attorney provide his opinion following Public Comment, seconded by Trustee Duvall. Roll Call; Duvall, yes; Jenkins, yes; Jones, yes; Richardson, yes. Motion carried. Trustee Jenkins motioned that Trustee Jones be appointed Interim Chair*

regarding the staff complaints. seconded by Trustee Duvall. Roll Call, Duvall, yes; Jones, yes; Jenkins, yes; Richardson, yes. Motion carried.

PUBLIC COMMENTS

Cheryl McCartney, who is running for the Pontiac Library Board stated that she has been coming to library for a couple of years and she thinks that Ms. Richardson, whom she does not know and just met is doing a fantastic job. She further stated that she had been asked to be a part of that complaint. and that she did read from the attorney what was going on, and that the complaint had nothing to do with her and that it did not exist. She further stated that she was there that day and that she was fine with the outcome of the essay contest. It was that people put their nose and their bodies into something that did not have anything to do with them. The patron stated that the staff person came to her house. Then she stated that it was a representative of the staff person who is running for City Council. She further stated the staff person was racist.

Interim Chair opened the floor for staff to speak. Spiros Tsompanakis was teaching a class and would be finished in approximately ten minutes. The other complainant, Stephanie Lawson has since became an all call staff person and was not available. Matthew Derby, library board attorney stated that the board has two complaints that seem to involve meeting room scheduling. The attorney that described this second incident between Ms. Richardson and Mr. Tsompanakis

Mr. Derby presented recommendations to address the scheduling for meetings rooms.

Trustee Jenkins asked the attorney what was the difference his findings and the procedure outlined in the employee handbook. Trustee Jenkins further stated that we could have save a lot of money had we used the procedure from the handbook and the board bylaws. Trustee Jenkins stated that we have spent more time addressing complaints that anything else. Mr. Derby stated that he agrees with Trustee Jenkins concerns in part. He further stated that kinds of complaints that are coming through the harassment/discrimination policy are not the kinds of complaints that the policy was intended to handle. It's not a generalized grievance policy, it's a complaint for harassment and discrimination and there is got to be some evidence for this thing to really apply. Mr. Derby stated that he was not a referee. There are personality disputes within this library that should not necessarily be processed through the harassment/discrimination policy. That was set up so if we have a legal issue coming our way, he can get involved, try to make sure that it is taken care at the appropriate level and does not result in a liability for the library. Personnel disputes don't really work well in there, and wanted to make a recommendation for a process to handle this. He further stated that if necessary, we might want to find an outside resource who can handle those investigations at a more cost effective basis than having him involved. He stated that we need to be careful about how his time is used and the library's money is spent. Trustee Jenkins stated that there is a reason for these complaints, and until we address them, they are going to keep on happening. And if it gets to the point that one of these staff people decide that we are not doing what we are supposed to and get their own attorney, the first thing we will be faced with is why didn't we

do something about it. Trustee Duvall offered an apology to the chair for reacting to the complaints in her emails, and that she was embarrassed. That this entire matter is outrageous. Trustee Duvall agreed with Mr. Derby that we need to make the changes in the employee handbook and/or bylaws to address these types of complaints. Trustee Jones stated that Mr. Derby was here for legal purposes, so any future complaints of this nature, the board must figure it out ourselves how to address these types of complaints. The fact that we have multiple complaints against the chair is the frustration. Trustee Duvall stated that we need to talk about this further.

Trustee Duvall motioned to add this item to the next meeting agenda the board meeting to discuss all of our issues, seconded by Trustee Jones. Roll Call, Jones, yes; Duvall, yes, Richardson, yes; Jenkins, yes. Motion carried. Trustee Jenkins stated that we attempted to cover these issues during our retreat that we did not address. Trustee Jenkins stated that she is asking Governor Snyder to send someone to provide us with some assistance.

The chair asked for a motion to return the meeting back over to her. Motion made by Trustee Jones, seconded by Trustee Duvall. Roll Call, Jones, yes; Duvall, yes, Richardson, yes; Jenkins, yes. Motion carried.

The chair called for a motion to approve March 17, 2017 minutes. Motion made by Trustee Duvall, seconded by Trustee Jones. Roll Call, Jones, yes; Duvall, yes; Jenkins, yes; Richardson, yes. Motion carried.

FINANCIAL REPORT

Mr. Darden presented his report. Copies of report included in board packet and are available at the Library.

TREASURER REPORT

Trustee Duvall presented her report with a copy included in the board packet. The most significant item is the investment balance which continues to grow.

DIRECTORS REPORT

Library Director, Devan Green explained that Stephanie Lawson from her Library Assistant full-time position, but has accepted an "on-call" position here at the library. Sarah in the Circulation Department has been promoted to full-time Library Assistant for Circulation. We are looking to fill two part-time positions, one in Youth Services Library Assistant and the other in Circulation. Taylor Fowlkes, who is interning from Oakland University. She is completing her Bachelors Degree in Communications. She will be here until August. Devan presented a draft of the 2017-2018 Budget. She stated that she did not include the big ticket items, specifically the \$188,000 for the HVAC system. There were some upgrades for some items and custom entry mats. Trustee Duvall stated that we need to move on the HVAC system immediately. Trustee Jenkins stated that maybe we should consider bathroom upgrades. She also stated that there was no line item in the budget to include money for the yearly gala. Devan stated that she had put a report for the gala. The chair stated that she still had money and checks from the gala and the

report Devan prepared was inaccurate. Trustee Jenkins asked why the chair still had money and checks from the gala in February in a paper bag in April. The chair stated that there were some issues and could not find a lot of things.

CHAIRMAN REPORT

Referenced the Action Items. *Trustee Duvall motioned to confirm with the water treatment, seconded by Trustee Jones. Roll Call, Jones, yes; Jenkins, yes; Duvall, yes, Richardson, yes. Motion carried.*

Trustee Duvall motioned to suspend the bylaws to allow for granting a contract for the HVAC system, seconded by Trustee Jones. Discussion: Trustee Jenkins asked if we were going to go with the Lizuit without publishing an RFP. Trustee Jones stated that there was no discussion, and the chair stated that my question was the discussion. The chair stated that there was a motion on the floor. The chair called for a roll call. Roll Call, Duvall, yes; Jones, yes; Richardson, yes; Jenkins, no. Motion carried.

NEW BUSINESS

Schedule time for Finance Committee to meet to go over the budget. Trustee Jenkins asked who was the Finance Committee. Trustee Duvall stated she was on the committee because she was the Treasure. The chair did not state who the other members were and moved on.

Trustee Jones asked when we were going to have the discussion about the complaints. He suggested a phone conference, and the chair stated that it was a violation. Staff Complaint Resolution will be added to the May agenda.

The meeting was adjourned at 6:58 p.m.

Submitted,

May 1, 2017

Julienne Jenkins, Secretary
Pontiac Public Library Board