

Board of Trustees of the Peter White Public Library
Regular Board Meeting
Minutes
September 29, 2020

A regular meeting of the Board of Trustees of the Peter White Public Library was held on Tuesday, September 29, 2020, via Zoom Video. The Meeting was called to order by President Anne Donohue at 5:04 pm.

Members Present: Anne Donohue, John Mallo, Patrick Myron, Carol Steinhaus. Andrew Dalian joined the meeting at 5:07 pm.

Library Staff Present: Andrea Ingmire, Library Director; Bruce MacDonald, Assistant Director/IT Head; Rick Orr, Finance Director; Heather Steltenpohl, Development Director; Samantha Ashby, Adult Services Department Head; Brett Hubbard, Administrative Assistant

The Agenda was approved as presented on a motion by Myron. The motion was seconded by Steinhaus and carries 4-0.

The Minutes of the August 18, 2020 regular board meeting were approved as presented on a motion by Mallo and seconded by Myron. Motion carries 5-0.

Special Presentation – None

Public Comment – None

Financial Reports and Approval of Bills: Orr presented the financial reports and bills for August 2020 in the amount of \$121,241.76 and addressed related questions and comments. Motion by Dalian to approve the bills with support from Steinhaus. Motion carries 5-0.

Board Action Items

- A. **Non-Resident Fee Structure** – On a motion by Myron, the Board of Trustees of the Peter White Public Library moves to adopt the new Non-Resident Fee structure. This change represents a \$5 increase to each type of Non-Resident fee card offered. The motion is seconded by Steinhaus and passes 4-1 with Donohue, Mallo, Myron and Steinhaus voting in favor and Dalian voting against.
- B. **Budget Year End FY 19/20** – On a motion by Dalian with support from Steinhaus, the Library Board of Trustees moves to approve the Year-End Amended Budget for FY 19/20 as presented. Motion passes 5-0.
- C. **Carroll Paul Trust Budget FY 20/21** – On a motion by Dalian, the Board of Trustees of the Peter White Public Library adopts the FY 2020 – 2021 Carroll Paul Trust Budget as presented. Total disbursement to Peter White Public Library to be \$30,000. The motion is seconded by Myron and passes 5-0.
- D. **Non-Union staff wage increases** – Mallo stated that as a board member he feels obligated to begin a conversation regarding increasing the Pages' hourly wage to

\$10.54, which is the minimum livable wage according to MIT. Discussion ensued, with the following points made:

- Pages have significantly fewer responsibilities than other Library positions.
- Raising wages for Pages will cause a trickle-up wage increase for all Library staff, which is not feasible financially for the Library.
- Mallo reiterated his position that, ethically, all employees should be paid a livable wage.

Ingmire suggested tabling the Page wage increase for further discussion and going forward with the Administrative staff wage increase at this time.

On a motion by Steinhaus and seconded by Myron, **the Peter White Public Library Board of Trustees moves to offer wage increases to the Administrative staff in alignment with the AFSCME contract. Library administrative staff will receive a 2% wage increase effective October 1, 2020.** Motion passes 5-0.

Donohue proposed putting the Page wage increase on the agenda for October so information can be gathered on the subject, including budgetary impacts and responsibility level for Pages. Ashby commented that all our paraprofessional staff are underpaid, and if pay for Pages is bumped up, it may cause dissent among staff. Mallo volunteered to participate in discussion of this subject if Board Member input is required.

- E. **MERS Surplus Payment** – On a motion by Steinhaus, **the Peter White Public Library Board of Trustees moves to make a MERS surplus payment to help offset MERS liabilities. This additional payment will be \$50,000 and will be paid out of FY 19/20 funds.** The motion is seconded by Dalian and passes 5-0.

Public Comment – None

Old Business

a. **Staff Member Representative at Board Meetings**

The Board discussed the logistics of a Library staff member attending each Board meeting. The Board agreed to revisit this topic at the January Board meeting.

b. **Bond Update**

Ingmire reported that the Bond money is spent and the generator is working properly.

c. **2020 Millage Proposals**

Ingmire reported that the Library now has a contract with West Branch Township.

New Business/Board Member Comment

a. **Dark Stores**

Donohue and Mallo will work on forming a subcommittee to explore what can be done to lessen the impact the Dark Store issue has on the Library's funding.

b. **Brownfield Plan Sites**

Sheri Davies, Executive Director of the Marquette Brownfield Redevelopment Authority, has volunteered to speak to the Board about Brownfield sites.

c. Township Relations Committee

The Board discussed ways to increase engagement with Townships in our service area. Homework for the next meeting is to brainstorm ideas to improve services to the Townships.

d. Strategic Planning

The Library's current Strategic Plan runs through 2022. This topic is on the agenda as a placeholder at this time for members to keep in their minds. The Board agreed it is difficult to work on strategic planning right now because of the uncertainties associated with COVID-19.

Standing Reports

Staff addressed questions and comments related to Standing Reports.

Good and Welfare of the Order

Ingmire mentioned it is the Library's second day of having walk-in traffic back in the building and it is going very well. Everyone has been wearing masks and seems very happy to be back in the building. Dalian expressed appreciation to the staff for their hard work during the pandemic.

Motion by Myron to adjourn. Seconded by Steinhaus and carries 5-0. Meeting adjourned at 7:03 pm.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Anne Donohue", with a long horizontal flourish extending to the right.

Anne Donohue
President