

Harper Woods Library Board of Trustees Meeting Minutes
19601 Harper Woods, MI
Thursday, May 15, 2025

1. **Call to Order** by President, Eric Walton at 7:00. Present: Trustees, Mary Beth Kane, Treasurer, Bobby D. Lewis, Andrew Cyburt; Interim Director, Sue Todd. Six guests: Laura McCourt, Lauren Church, Maryann Fortunate, Ronna Gillis, Suzanne Kent, Kathleen Carlson
Absent (Excused) : Makenna Holman
2. **Approval of Meeting Agenda.** Motion to approve meeting agenda by Mary Beth Kane;
Seconded by Bobby D. Lewis, Motion carried.
3. **Approval of Minutes:** Motion to approve the April 17 minutes by Mary Beth Kane; Seconded by Bobby D. Lewis. Motion carried.
4. **Reports**
 - A. **President's report:** I am excited to have two library directors' candidates to interview. Call to public allows the public to share what is on their mind. The Board will not react during this time. Board members may respond during Call to Board. The Board would like to use Robert's Rules of Order when conducting meetings.
 - B. **Treasurer's report:** Bobby gave the report. Explained the top portion of budget is for Building Maintenance, the second section is for Library Operations. Third section is Capital Outlays. The library is in good fiscal position at this point in the budget. There upcoming expenses that should be reflected in the next report. Andrew Cyburt asked about full-time wages in the Building Maintenance part of the Budget. Board accepts the treasurer's report.
 - C. **Adult Services report:** April, 2025: Report accepted.
 - D. **Youth Services report:** April, 2025: Report accepted.
 - E. **Circulation report:** April, 2025: Report accepted.
 - F. **Director's report**
 1. Panel of three directors conducted the first interview with two candidates. They recommended that both candidates move on to the final interview with the Board. The next interview will be held on Monday, May 19th starting at 7:00. The Board will ask questions round robin. There will be time between candidates to finish filling out evaluation form. Board should be there at 6:30.
 2. Staff report: Nothing to report.
 3. Building update: Windows were cleaned. There was concern about the HVAC computer software. We will have a seasonal checkup of our air conditioners.
5. **New Business**
 - A. None
7. **Call to Public** – Kathleen Carlson expressed concern about the Friends group. Maryann Fortunate shared her concerns about the Friends group. Laura McCourt asked if the interviews were open to the public.

8. Call to Board – Eric: Thank you for the recent book sale. We heard from the public that they would like to be active members of the Friends. MaryBeth: Thank-you for sending minutes to council. Website looks good. Expressed concerned about Friends group. Andrew asked about communicating with other board numbers and recommendations for the library.

9. Adjournment – Eric motioned for the meeting to be adjourned at 7:50.

Respectfully submitted by Sue Todd