

**Romeo District Library Special Board Meeting
Kezar Library 7:00pm
November 9, 2013**

APPROVED MINUTES

			VOTE					
Agenda Item		Motion /Discussion	Vice President Beauvais	Trustee Detkowski	Trustee Fortuna	Trustee Grandstaff	Treasurer Meloeny	President Miller
1	Call to Order	Meeting called to order at 10:10 AM Present: Beauvais, Detkowski, Meloeny, Miller, Fortuna Absent: Grandstaff Staff Members: Schultz Others: Malcolm Brown, RDL Attorney						
2	Pledge of Allegiance							
3	Approval of the Agenda	Detkowski moved and Fortuna supported motion to approve the agenda of the special board meeting of November 9, 2013 with the agenda revised as follows: 1. Call to Order 2. Pledge of Allegiance 3. Approval of Agenda 4. Public Participation 5. Discussion of Interview Process 6. Discussion of Budget Amendments of Interim Status 7. Personnel Committee Recommendations 8. Board Minute Discussion/Procedures 9. Public Participation 10. Adjournment MOTION CARRIED	Aye	Motion	Support	Absent	Aye	Aye
4	Public Participation	Individuals that introduced themselves are as follows: From Washington Township, Art Grimes, Karen Johnson and Helen Sergott. From Bruce Township, Susan Brockman, Richard Cory and Michelle Okoniewski. From Village of Romeo, Donna Folland. Comments and concerns surrounded lack of information regarding the resignation of the previous director, communication breakdown between the library staff and the board, and the high salary the library intended to pay the Interim Director. Comments were also made that it is understood that certain information was discussed in closed session due to union issues and to protect the privacy of individuals and these boundaries need to be respected.						

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5	Discussion of Interview Process	<p>There were no internal applicants for the position of Interim Director. Miller stated that she had received a request to meet with the union. The request was deferred to library attorney, Malcolm Brown. Mr. Brown went on to give a recap of the events and timing that resulted in his involvement. Mr. Brown reviewed the job description for Director as it existed in 2011 stating that it had been updated to include the following: Represents the library with labor council negotiating labor contracts, handling grievances and in handling other issues with the two UAW bargaining units at the library. He read aloud answers to questions posed to him in an e-mail from the union as follows:</p> <ol style="list-style-type: none"> 1. Is this a union position? No. This is a non-union position. 2. How long will the person be in the position of Interim Library Director? Until a permanent director is employed or until the library board Determines that it needs to replace the Interim Director or takes other Action concerning this interim position. 3. Will this position become a union position? No. It is excluded from the bargaining unit in the labor contract. <p>Mr. Brown stated that he had a phone conversation with the union where they agreed to tentatively meet next Tuesday, November 12th, at 2:00 P.M. Brown suggested someone from the Personnel Committee be present. Miller stated she would attend this meeting.</p>						
6	Discussion of Budget Amendments of Interim Status	<p>There was a discussion regarding the budget impact of the salary for Interim Director, attorney fees, overtime for staff, and salary of previous director. It was agreed to have the library's Business Manager calculate these metrics and make available to the board.</p>						
7	Personnel Committee Recommendations	<p>Miller stated that the Personnel Committee met last Thursday, November 7th. A list of interview questions finalized at the meeting was passed out. Miller stated they are recommended questions that can be revised if necessary.</p>						

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7	Personnel Committee Recommendations Cont.	<p>Miller asked Malcolm Brown his recommendation to the board going forward. He felt the board should consider extending the time to submit resumes, meet with the union on Tuesday and get their proposal and report conclusions at Wednesday's regular board meeting. Meloeny stated that even though a deadline is put on submitting a resume, if someone turns one in after that deadline and we are still in the search process, we would accept it.</p> <p>Detkowski requested clarification regarding whether or not an internal candidate, if selected for Interim Director, could return to their previous job once a permanent Director is assigned.</p> <p>Detkowski moved and Fortuna supported motion that if an internal candidate is appointed as Interim Director for the library and that person is not selected as the permanent director, they can go back to their previous job without repercussions or any loss of pay or seniority subject to union authorization.</p> <p>Mr. Brown was concerned that there is no flexibility allowing the library to terminate should the Interim Director engage in some type of misconduct. He felt that the board should wait until the next board meeting to deal with this motion as they will have met with the union.</p> <p>Miller recommended that Malcolm Brown send a memo to the union to inform them that it is the library's intent to have them go back to their previous position. She recommended that they withdraw the motion. Fortuna stated we should keep the motion and still have Malcolm Brown contact the union and let them know the board's position regarding return to their previous position. Detkowski commented that library policy would cover any misconduct.</p> <p>Roll Call Vote: Ayes: Detkowski, Fortuna Nays: Beauvais, Meloeny, Miller MOTION FAILED</p>	Nay	Aye	Aye	Absent	Nay	Nay

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8	Board Minute Discussion/Procedures	<p>Detkowski, as board secretary, took minutes during closed session meeting held on October 23rd. Miller stated there is a discrepancy between closed minutes and the open minutes draft. Detkowski stated that he went through his notes and felt everything was properly separated. It was agreed that Miller and Detkowski would resolve this situation outside of this meeting.</p> <p>Miller stated that she has been in contact with library law attorney, Linda Mayer. Miller would like to have a discussion regarding the district library governance and its operations. It would be appropriate as a board to understand what our rights and duties are as a board under the District Library Act. Tentative arrangements have been made for board training Wednesday, November 20 at 6:00 P.M. Miller will notify board members once she has confirmed the date, time and location of the training.</p>						
9	Public Participation	<p>Individuals from earlier public participation were still in attendance. Comments again surrounded the concern that a deadline was imposed for submitting resumes prior to meeting with union. It was felt that until issues are resolved with the union, candidates will not come forward. It was recommended to delay the regular board meeting by one week. It was again brought up that no information was given as to why the previous director quit. It was recommended to have a letter of understanding as a part of union contract defining conditions of employment for Interim Director. It was suggested to turn to the townships for help and advice regarding the draft of the letter of understanding as they have had experience with developing this in the past.</p>						
VIII	Adjournment	<p>At 12:10 A.M., Meloeny moved and Beauvais supported motion to adjourn. MOTION CARRIED</p>	Support	Aye	Aye	Absent	Motion	Aye