

**Wayne Public Library  
Board of Trustees Meeting  
4:15 p.m. Dec 15, 2021  
MINUTES**

**Present:** Ginny Cesarz (attending remotely because of medical reasons), Nancy Chiasson, Lois VanStipdonk

**Also Present:** Phil Wagner, Nathaniel Wagner, Jody Wolak, Judith Bauer

**Excused Absent:** Renee' Davis and Larry McConnell

**I. Call to Order:** Lois called the meeting to order at 4:25 p.m.

**II. Approval of Agenda:** Ginny made a motion to approve the agenda, Nancy seconded. Motion carried.

**III. Approval of minutes:** Ginny moved, seconded by Nancy to approve the minutes from Nov 10, 2021. Motion carried.

**IV. Public Comments:** Nathaniel stated he likes to read books and comes to the library on a regular basis.

**V. Director's report and Department Updates:** Jody reported that the wiring and physical installation of the HVAC system is complete.

**VI. Revenue and Expenditure Report ending November 30, 2021:** the penal fines were higher than expected.

**VII. Old Business:**

**A. COVID-19 and library services updates:** no changes in library requirements

**B. HVAC update:** see V

**VIII. New Business:**

**A. Approve selection of Custom Sound and Vision of Wixom, MI for AV Equipment Upgrade project. Estimated costs are \$39,385.60 for materials and \$12,841.40 for installation/construction/labor. This will be funded in part by the ARPA Equipment Grant for \$43,890:** Nancy made a motion to approve selection of Custom Sound and Vision for this project, Ginny seconded, motion carried.

**B. Approve FY2021-22 Budget revisions:** Ginny made a motion to approve the budget revisions. Nancy seconded, motion carried.

**C. Resolution to approve Lost and Found Policy:** Ginny made a motion to approve lost and found policy. Nancy seconded, motion carried.

**D. Resolution to approve Material Selection Policy (replaces "Collection Development" policy):** Ginny made a motion to approve material selection policy. Nancy seconded, motion carried.

**E. Resolution to extend Emergency Paid Sick Leave for Jan-Mar 2022:** Nancy made a motion to extend emergency paid sick leave through Mar 2022. Ginny seconded, motion carried.

**IX. Motion to adjourn to closed session to create Library Director's Annual Evaluation, including reviewing staff feedback and the Director's self-evaluation (closed session at Library Director Jody Wolak's request):** Nancy made a motion to adjourn to closed session at 5:06pm. Ginny seconded, motion carried.

Minutes taken by  
Judith Bauer

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Secretary