

**Rochester Hills Public Library
Board of Trustees Meeting
September 9, 2025**

- I. The Board of Trustees of the Rochester Hills Public Library held a regular meeting on Tuesday, September 9, 2025. The President called the meeting to order at 7:00 pm in the boardroom of the library. The presiding officer was Bob Bonam.

A quorum of the board included Melinda Deel, Anne Kucher, Madge Lawson, Julianne Reyes, and Harper West.

Guests included Library Director Julianne Morian, Oakland Township Library Board Liaison Jim Kiefer, and the City of Rochester Liaison Lauren Coleman.

Margaret Willard-Traub, Oakland Township Library Board Secretary, and one additional member of the public were present.

- II. Public Comments - none
- III. Signing Library Services Contracts
- A. Board officers signed contracts for long-term service with the City of Rochester and Oakland Township Library Board. The new contracts begin January 1, 2026.
 - B. Ms. Willard-Traub and the additional member of the public left the meeting at 7:06pm.
- IV. Approval of the Agenda
- A. On a motion by Ms. West, which Ms. Reyes seconded, the board unanimously approved the agenda as presented with no additional discussion.
- V. Minutes
- A. On a motion by Ms. West, which Ms. Kucher seconded, the board unanimously approved the meeting minutes from August 6, 2025 with no additional discussion.
- VI. The Treasurer's Report was reviewed and filed.
- VII. Monthly Bills
- A. On a motion by Ms. Lawson, which Ms. Deel seconded, the board unanimously approved paying the monthly bills in the amount of \$455,760.29 with no additional discussion.
- VIII. Communications
- A. The board reviewed and filed the communications with no major discussion.
- IX. Reports
- A. The board filed the director's report and the statistical report with no major discussion.

1. Ms. Kucher commented that the Summer Sunset Block Party was a wonderful event and she especially liked the all-ages chalk art show in the parking lot.

X. Committee Reports

- A. Director's Evaluation Committee – Ms. Deel reported that the evaluation tool had been distributed and that members of the committee were assigned duties..

XI. Other Business

- A. Ms. Morian reviewed the procedure for automated clearing house (ACH) transactions and noted that payment via electronic transfer (as opposed to physical check) can reduce fraud and avoid delayed payments or missing checks. Ms. Morian stated that ACH payments are already included in monthly reports to the board and that would remain the same even if the board approves additional vendors eligible for ACH transfer.
- B. On a motion by Ms. Deel, seconded by Ms. Reyes, the board unanimously adopted changes to the Library Vendors Approved for Single Signature Checks and Library Procedures for Automated Clearing House (ACH) Arrangements and Electronic Transactions of Funds to allow for single-signer vendors to be paid with ACH transfers.
- C. Ms. Morian led the board through a presentation of the draft version of Scope of Work for major library projects between 2026-2033.

XII. Board Comments

- A. Ms. Deel said she wanted to give staff a kudos for hosting a delightful end of summer reading party and that she enjoyed the art and refreshments that the Friends of the Library generously underwrote with their programming pledge.

XIII. Questions and Comments from the Liaisons

- A. Ms. Coleman shared that the slate of Authors in April authors has been released and she reviewed the strong lineup of authors coming to the area next Spring. She also reported that she attended the City of Rochester Council Meeting on September 8th and provided an update on the library. She said she highlighted major accomplishments in 2025 and reviewed plans for new projects in 2026. She said the Council was happy to hear that the materials budget was increasing in 2026. Ms. Coleman said she will update a webpage devoted to library news and information within the City's website and noted that she had a productive meeting with Ms. Morian and Head of Digital Services, Allison Sartwell, to discuss new ways to capture and relay statistics for the board.
- B. Mr. Kiefer reported that the next meeting for the OTLB will take place in November and that he looks forward to seeing any data that will support Outreach efforts and drive new library card registrations.

XIV. The regular meeting adjourned at 9:04 pm.