



SPRINGFIELD TOWNSHIP LIBRARY
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Joint Library/Township Board Meeting Minutes June 17, 2025

The meeting was called to order at 6:00 p.m.

Library Board Members Present: Mary Bell, Kristy Bower, Ruth Gruber, Sam Marohn, Kathy Rollins, Joan Rusch, Cathy Forst and Kristina Costigan

Township Board Members Present: Ric Davis, Sean Miller, Jamie Dubre, Lori Beatty, Chris Moore, Kevin Sclesky, Bill Whitley

Introduction of Board Members

The Township and Library Board members introduced themselves.

Library Operations Update

Cathy Forst and Ruth Gruber gave a presentation on the history of the library from its inception in 1978 to its current home today serving over 4000 residents with a collection of more than 74,000 physical items.

Building Operations Communications

Kristina shared her concerns regarding communications between the township and the library. She stated that the library's goal is to ensure service to their patrons is disrupted as little as possible.

Bill Whitley asked if there was a committee or process that involves all stakeholders in the building from pre-planning to planning to execution phase of building projects. He felt all parties would benefit from a formal process of communication.

Building Access and Security Enhancements

Kristina asked if the township has a safety and security plan. Sean Miller confirmed that there is not a written safety and security plan. Kristina expressed concern about changes made with respect to Phase 2 and Phase III of the Safety and Security Plan when there is no plan.

Ric Davis said he has the authority to make changes with respect to access to the building per a written opinion from the Township Attorney.

Jamie Dubre expressed concerns regarding the security of the server room and the number of people who have access particularly in light of a security breach that occurred in White Lake last year. Cathy said the library has equipment in the server room so they are also concerned with security. Kathy Rollins said the missing piece is that the library has not been included in the conversation and they were unaware of these concerns prior to this meeting. Jamie said the township and the library would need to work together to determine a plan to secure the equipment of both parties.

Ric said he felt there was a lack of accounting for access to different areas of the building. He made the decision to change tumblers and restrict access to various areas. Kristina stated that the library has been restricted from accessing certain areas of the building where they have previously had access, including the mailroom.

Cathy Forst expressed concern that there is no Saturday mail delivery and the library can only get their mail during township hours. Jamie Dubre and Sean Miller said they don't want the library handling tax payments and absentee ballots so the Clerk's office staff will take the mail to the library after it has been sorted.

There was a back-and-forth conversation about the exact order of events pertaining to the electrical work for the library's carpet replacement project.

Review Civic Center Cost Sharing Agreement

Kristina said this agreement has served the library well but there are additional details the library board would like to see addressed. It was agreed that the steering committee previously discussed would review the agreement and make recommendations to both board on changes.

Kristina Costigan, Ric Davis, Lori Beatty, Kristy Bower, Ruth Gruber, the Facilities Manager, and the IT administrator (as needed) were selected to serve on this committee. Lori Beatty suggested that the township and the library make suggestions on changes to the agreement prior to the first meeting which would speed up the process. The committee will plan to meet once a month.

Chris Moore said he sees a catastrophic breakdown in communication and believes the whole communication process needs to be examined.

Civic Center Phone Discussion

Prior to this meeting, Jamie had spoken with Kristina and Cathy about the updated phone use and charges. She distributed an updated accounting sheet that shows how the library will be billed for phone usage moving forward. She said the Facilities Manager will be billing quarterly with each of the building's departments being charged their respective amounts.

Public Comment

Rich Parke asked that Sean and the Parks Commission be kept in the loop with respect to any changes made to the Civic Center Cost Sharing Agreement as they are in the process of creating a similar document for the Parks Department.

Jean Vallad stated that she thought any communications between Ric Davis and Kristina Costigan should not be verbal but be documented in writing.

Kathy Rollins read several quotes by Ric Davis from the Township website which allude to mutual respect.

Chris Benedict said he wanted to speak up for Joan Rusch. He said there was no one in the office working harder than Joan to help prepare for Ric.

Mike Forst commented on the need for mutual respect. He stated that Ric needs to give respect if he wants to receive respect in return. Mike said that Ric is the new kid and he is on loan to serve the township.

Business was completed. The meeting was adjourned at 7:16pm.

Respectfully submitted,
Kathleen Rollins, Secretary

KFR/kmc