



**Minutes**

**Royal Oak Public Library Board of Trustees**

**January 27, 2026, 7:00 p.m.  
Royal Oak Public Library Friends Auditorium  
222 East Eleven Mile Road  
Royal Oak, MI 48067**

Present: Elaine Asher  
Shannon Carlson  
Amanda Cleghorn  
Michelle Cook  
Taylor Franklin  
Joshua Sipes  
Shannon Tierney  
Amanda Woods

Absent: Christine Jones

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**1. Call to Order**

The meeting was called to order at 7:00pm.

**2. Administration of the Oath of Office for Michelle Cook, Amanda Cleghorn and Taylor Franklin**

**3. Strategic Plan Draft Review**

**4. Annual Meeting - Election of Officers and Assignment of Sub-Committees**

**4.a Board Officer Nominating Report and Election of Officers**

4.a.1 Shannon Carlson nominated as President; Shannon Tierney nominated as Vice President, and Joshua Sipes nominated as Secretary

4.a.1.1 Approve the Election of President, Vice President and Secretary

Moved by: Michelle Cook  
Seconded by: Amanda Cleghorn

Approve the election of Shannon Carlson as President, Shannon Tierney as Vice President and Joshua Sipes as Secretary.

Motion Adopted

**4.b Sub-Committee Assignments**

Names in bold are the sub-committee chairs.

4.b.1 Board Nominating

**Tierney**, Carlson, Woods

4.b.2 Budget and Finance

**Jones**, Franklin, Sipes

4.b.3 Facilities/Space Utilization

**Cook**, Asher, Jones, Sipes

4.b.4 Fundraising

Committee disbanded until future need identified

4.b.5 Policy and Bylaw Review

**Tierney**, Carlson, Cleghorn, Franklin

4.b.6 Strategic Planning

**Asher**, Sipes, Tierney

4.b.7 Director Goals and Evaluation

**Carlson**, Asher, Cook, Woods

**5. Announcements and Communications**

**6. Public Comment**

**7. Approval of Agenda**

Moved by: Michelle Cook  
Seconded by: Elaine Asher

Motion Adopted

**8. Approval of Minutes**

Moved by: Amanda Woods  
Seconded by: Shannon Tierney

**9. Financial Reports**

**10. Director and Staff Report**

**11. Subcommittee/Program Reports**

**11.a Budget Subcommittee**

Adjustments made to the preliminary budget for submission to the city budget process. The final budget will be presented to the Board of Trustees for approval in the March meeting.

**12. New Business**

**12.a Patron appeal of trespass**

Moved by: Shannon Tierney

Seconded by: Elaine Asher

Uphold the two-year trespass.

Motion Adopted

Present: Elaine Asher  
Shannon Carlson  
Amanda Cleghorn  
Michelle Cook  
Taylor Franklin  
Joshua Sipes  
Shannon Tierney  
Amanda Woods

Absent: Christine Jones

**13. Approval to Recess Into Closed Session to Discuss Collective Bargaining Matters Pursuant to Section 8 of the Open Meetings Act**

Moved by: Michelle Cook

Seconded by: Shannon Tierney

Motion Adopted

**14. Reconvene to Open Session**

Moved by: Michelle Cook

Seconded by: Amanda Woods

Motion Adopted

**15. Adjournment**

The meeting was adjourned at 9:44pm.