

**IOSCO-ARENAC DISTRICT LIBRARY
MINUTES OF THE BOARD OF TRUSTEES REGULAR MEETING**

Place: Administrative Headquarters, East Tawas, MI

Date: November 14, 2024

Present: **Phyllis Klender, Susan Synowiec, Thelma Van Brenk, Dan Stock, Sue Kingsbury, Rick Rockwell, Jerry Brown, Kari Besancon and JoAnn Edwards**

Absent: Linda Eyer

ITEM 1. CALL TO ORDER.

Chairperson Rockwell called the meeting to order at 4:30 p.m.

ITEM 2. APPROVAL OF THE AGENDA

Agenda amended and approved to move **Item A - Closed Session with Legal Counsel**, to the beginning of the meeting.

Stock and Brown motioned and seconded approval of the agenda, as amended.

A roll call vote was taken as follows: Klender, aye; Synowiec, aye; Rockwell, aye; Van Brenk, aye; Stock, aye; Kingsbury, aye; and Brown, aye. Eyer: absent. Seven (7) yea, one (1) absent. Motion carried.

Closed discussion occurred amongst Board of Trustees with Legal Counsel.

Klender motioned and Synowiec seconded approval that meeting return to open session.

A roll call vote was taken as follows: Klender, aye; Synowiec, aye; Rockwell, aye; Van Brenk, aye; Stock, aye; Kingsbury, aye; and Brown, aye. Eyer: absent. Seven (7) yea, one (1) absent. Motion carried.

ITEM 3. PUBLIC PARTICIPATION AND REPORTS FROM FRIENDS OF THE LIBRARY GROUPS

Board shared comments about events and programs that occurred in the last month. All programs had positive results.

ITEM 4. BOARD COMMENTS

Recorded comment by Jerry Brown that the libraries should remain independent.

ITEM 5. APPROVAL OF THE MINUTES OF October 10, 2024, REGULAR MEETING

Kingsbury and Synowiec motioned and seconded approval of the October 10, 2024 minutes.

A roll call vote was taken as follows: Klender, aye; Synowiec, aye; Rockwell, aye; Van Brenk, aye; Stock, aye; Kingsbury, aye; and Brown, aye. Eyer: absent. Seven (7) yea, one (1) absent. Motion carried.

ITEM 6. TREASURER'S REPORT

Reviewed Profit and Loss Report as well as current budget lines. Reviewed circulation statistics. Increased digital usage mentioned.

Brown and Synowiec motioned and seconded approval of the Treasurer's Report.

A roll call vote was taken as follows: Klender, aye; Synowiec, aye; Rockwell, aye; Van Brenk, aye; Stock, aye; Kingsbury, aye; and Brown, aye. Eyer: absent. Seven (7) yea, one (1) absent. Motion carried.

ITEM 7. RATIFICATION OF THE BILLS

Stock and Kingsbury motioned and seconded approval of the ratification of voucher #24-35 dated October 17, 2024 in the amount of \$5,303.08, voucher #24-36 dated October 24, 2024 in the amount of \$22,444.48, voucher #24-37 dated October 31, 2024 in the amount of \$7,099.22, and Voucher #24-38 dated November 7, 2024 in the amount of \$43,658.39.

A roll call vote was taken as follows: Klender, aye; Synowiec, aye, Rockwell, aye; Van Brenk, aye; Stock, aye; Kingsbury, aye; and Brown, aye. Eyer: absent. Seven (7) yea, one (1) absent Motion carried.

ITEM 8. DIRECTOR'S REPORT.

Director Besancon shared her networking experience with library personnel at the MLA Conference, as well as the many ideas she brought back with her.

Besancon reported on the progress on the new Policy Manual updates with the intended goal for a draft review of the manual by end of November.

Director Besancon reported on her meeting with the Resize Web Designers and provided updates regarding the development.

ITEM 9. OLD BUSINESS

A. Horizon, Merit, USF and MelCat Updates

Enterprise/Bibliocommons update –

Many complaints are coming in regarding Bibliocommons.

Patrons are being directed to the main page which can take one back to Enterprise.

B. Update of Website Design and Strategic Planning

Informed Board that the Strategic Planning meeting that was scheduled for 1:00 pm on December 5, 2024, is postponed until further notice.

Director Besancon shared the possibilities of investing in Mobile Hot Spots. Besancon is currently in conversation with John Cargo regarding the WiFi budget.

ITEM 10. NEW BUSINESS

A. Legal Consultation Discussion

Stock and Kingsbury motioned and seconded approval to authorize Director, Besancon, to work with Anne Seuryneck, Foster-Swift Collins & Smith, PC.

A roll call vote was taken as follows: Klender, aye; Synowiec, aye, Rockwell, aye; Van Brenk, aye; Stock, aye; Kingsbury, aye; and Brown, nay. Eyer: absent. Six (6) yea, one (1) nay. (1) absent. Motion carried.

B. Presentation of Board of Trustee Manual

Director Besancon distributed Board of Trustee Manuals to Board Members present.

Presented documents included in manual. Some discussion ensued.

C. Health Insurance update

Director Besancon distributed copies of the Health Insurance Policies and options in coverage for year 2025. Besancon presented new updates and increased benefit for eligible part-time employees.

Brown motioned and Klender seconded approval of the updates to the Health Insurance Policies.

A roll call vote was taken as follows: Klender, aye; Synowiec, aye, Rockwell, aye; Van Brenk, aye; Stock, aye; Kingsbury, aye; and Brown, aye. Eyer: absent. Seven (7) yea, one (1) absent. Motion carried.

D. Surplus Sale update

Director Besancon stated that there will be a Surplus Sale; John Cargo will be planning that.

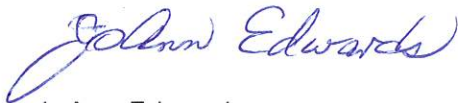
E. Items for Next Agenda

- a. 2024 Adjusted and 2025 Budget Approvals and End of Year Motions
- b. Presentation of New Policy Manual
- c. Procedure for Director Evaluation
- d. Appointment of Nominating Committee

ITEM 12. ADJOURNMENT

Chairperson Rockwell adjourned the meeting at 6:05 pm

Respectfully Submitted,



JoAnn Edwards
Recording Secretary

A quorum of **five** is needed to conduct business.

If you cannot attend or need directions, please call Kari or JoAnn at 989-362-2651.

PLEASE BRING YOUR CALENDARS/PLANNERS.

**REMINDER-The next meeting is scheduled for
Thursday, December 5, 2024,
at Headquarters. at 2:00 pm**