

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

Place: Administrative Headquarters, East Tawas, MI

Date: April 10, 2025

Present: **Linda Eyer, Phyllis Klender, Susan Synowiec, Thelma Van Brenk, Rick Rockwell, Kari Besancon and JoAnn Edwards**

**Absent: Jerry Brown, Sue Kingsbury, Dan Stock**

**ITEM 1. CALL TO ORDER**

Chairperson Rockwell called the meeting to order at 4:50 p.m.

**ITEM 2. APPROVAL OF THE AGENDA**

**Klender and Synowiec motioned and seconded approval of the agenda, as amended. Five (5) aye, three (3) absent. Motion carried.**

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

No comments.

**ITEM 4. BOARD COMMENTS**

Linda Eyer shared Lifelong Learning catalogues brought from Saginaw Valley State University.

**ITEM 5. APPROVAL OF THE MINUTES of February 19, 2025, BOARD MEETING**

**Synowiec and Van Brenk and Synowiec motioned and seconded approval of the February 19, 2025, minutes. Five (5) aye, three (3) absent. Motion carried.**

**ITEM 6. TREASURER'S REPORT**

**Synowiec and Eyer 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; Eyer, aye. Brown, Kingsbury, Stock: absent. Motion carried.**

**ITEM 7. RATIFICATION OF THE BILLS**

**Van Brenk & Synowiec motioned and seconded approval of the ratification of Voucher #25-09 dated February 27, 2025 in the amount of \$16,102.91, Voucher #25-10 dated March 6, 2025 in the amount of \$5,797.53, Voucher #25-11 dated March 13, 2025 in the amount of \$21,928.39, Voucher #25-12 dated March 27, 2025 in the amount of \$23,583.95, Voucher #25-13 dated April 3, 2025 in the amount of \$2,579.47 and Voucher #25-14 dated April 10, 2025 in the amount of \$26,344.57. A roll call vote was taken as follows: Klender, aye; Synowiec, aye; Rockwell, aye; Van Brenk, aye; Eyer, aye. Brown, Kingsbury, Stock: absent. Motion carried.**

**ITEM 8. DIRECTOR'S REPORT**

Circulation statistics were reviewed and discussed.

**ITEM 9. OLD BUSINESS**

**A. Horizon, Merit, USF and MelCat Updates**

**1. Horizon/Polaris Update**

Director Besancon shared information regarding VLC and their decision to purchase Polaris. She also discussed completing inventory at the branches hopefully by end of October.

## **2. USF, MelCat and IMLS Update**

Besancon shared concerns about how IADL could possibly face severe funding issues depending on the decisions of the Courts.

### **B. Policy 2.5: Lost or Damaged Items**

The Board reviewed Policy 2.5 Draft that proposes fair protection and management for handling lost or damaged items. The policy was discussed, and a motion was made.

**Synowiec and Klender motioned and seconded the implementation of Policy 2.5: Lost or Damaged Items. A roll call vote was taken as follows: Klender, aye; Synowiec, aye; Rockwell, aye; Van Brenk, aye; Eyer, aye. Brown, Kingsbury, Stock: absent. Motion carried.**

### **C. Mission Vision and Values Statement**

The proposed Mission, Vision and Values Statement was discussed.

**Synowiec and Klender motioned and seconded the IADL Statement as presented. A roll call vote was taken as follows: Klender, aye; Synowiec, aye with reservation; Rockwell, aye; Van Brenk, aye; Eyer, aye. Brown, Kingsbury, Stock: absent. Motion carried.**

### **D. Update of Strategic Plan**

Director Besancon scheduled the Strategic Planning Committee Meeting for Monday, April 15, 2025 at 1:30 pm in AuGres. Members include Rockwell, Eyer, Kingsbury, and Van Brenk.

### **E. Website Update – Logo and Branding**

The new Website can be completed once the Logo is ready to go to print.

### **F. Update of Website Design and Strategic Planning**

The Board reviewed the Logo and brand in detail. All IADL branches will use the new Logo.

**Klender and Synowiec motioned and seconded the updated Logo with minor updates to letter size. A roll call vote was taken as follows: Klender, aye; Synowiec, aye; Rockwell, aye; Van Brenk, aye; Eyer, aye. Brown, Kingsbury, Stock: absent. Motion carried.**

## **ITEM 10. NEW BUSINESS**

### **A. Policy 4.1 Safety and Personal Behavior / Rules of Conduct**

Director Besancon explained the need for the policy due to issues branches have with some patrons. The policy is needed to protect our employees and the libraries.

**Synowiec and Van Brenk motioned and seconded to approve Policy 4.1 Safety and Personal Behavior. A roll call vote was taken as follows: Klender, aye; Synowiec, aye; Rockwell, aye; Van Brenk, aye; Eyer, aye. Brown, Kingsbury, Stock: absent. Motion carried.**

### **B. Policy 5.2 Capital Assets**

**Eyer and Klender motioned and seconded to raise the capital asset threshold from \$500 to \$1,000 effective immediately. A roll call vote was taken as follows: Klender, aye; Synowiec, aye; Rockwell, aye; Van Brenk, aye; Eyer, aye. Brown, Kingsbury, Stock: absent. Motion carried.**

**C. April Millage Distribution**

Director Besancon announced the April Millage Distribution Checks are scheduled to be mailed out Thursday, April 17, 2025.

**D. Summer Reading / Children's Library Cards**

Director Besancon talked about plans for the children's summer reading programs. She shared the new illustration, created by Michal Jacot, for the children's library cards.

**E. Approval of Programming Grants**

**One program grant request from Plainfield Library for Professional Genealogist was presented. Synowiec and Klender motioned and seconded approval of program grant. A roll call vote was taken as follows: Klender, aye; Synowiec, aye; Rockwell, aye; Van Brenk, aye; Eyer, aye. Brown, Kingsbury, Stock: absent. Motion carried.**

**F. Amend Board Bylaws to show pay Per Diem \$30 effective 1/1/2025**

**Eyer and Van Brenk motioned and seconded to amend bylaws to raise in Per Diem to \$30.00/each. A roll call vote was taken as follows: Klender, aye; Synowiec, aye; Rockwell, aye; Van Brenk, aye; Eyer, aye. Brown, Kingsbury, Stock: absent. Motion carried.**

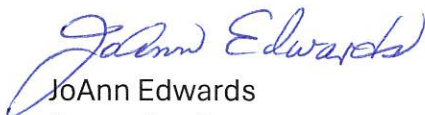
**ITEM 11. NEXT AGENDA**

- A. Audit from Stephenson and Comany
- B. Update - Adult Programming - Arleen

**ITEM 12. ADJOURNMENT**

Chairperson Rockwell adjourned the meeting at 6:17 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, May 8, 2025, at 4:30 pm  
at Plainfield Township Library.**