

MINUTES OF THE



**BOARD OF TRUSTEES
REGULAR BOARD MEETING via Zoom Video Conferencing
June 23, 2021**

Mary Herr called the regular board meeting of the Bay County Library System Board of Trustees to order at 5:32 p.m. on June 23, 2021. The meeting was held via Zoom Video Conferencing in Bay City, Michigan.

The Pledge of Allegiance was not recited due to the logistics of the meeting.

Roll Call: Sue Blondin, Anne Harris, Mary Herr and Paul Travis
Board Members Absent: Don Carlyon
Others Present: Kevin Ayala, Trish Burns, and Jolene Faber

ADDITIONAL AGENDA ITEMS
No additional items for discussion.

MINUTES

Motion by A. Harris, seconded by S. Blondin, to approve the minutes of the May 26, 2021, regular board meeting.

ROLL CALL VOTE:

Yes: S. Blondin, A. Harris, M. Herr, P. Travis

No: None

MOTION PASSED 4-0

BILLS PAYABLE

Motion by P. Travis, seconded by S. Blondin, to approve the bills payable as presented.

P. Travis stated Bills Payable were straight forward, no areas of concern.

ROLL CALL VOTE:

Yes: S. Blondin, A. Harris, M. Herr, P. Travis

No: None

MOTION PASSED 4-0

PENAL FINE REPORT

K. Ayala reported May Penal Fines came in at \$15,451.62, under budget by \$2,548.38 for the month. Came in a little lower than we were hoping for. For the first five months of the year we are at \$91,770.23 which still puts us a little over where we budgeted so still holding good against what we budgeted. Hopefully with everything opening up, the amount will increase.

FINANCIAL REPORT

K. Ayala reported revenues for May were \$58,789.70. Received in around \$2,400 more of our property taxes, at the end of this month (June) we will receive the rest of what is owed to us for the rest of the year. Rest of the revenue is penal fines, interest on investments and other revenue. Expenses are trending under where we budgeted; nothing to be concerned with.

M. Herr asked about Other Revenue listed on the revenue report. K. Ayala explained that is where the money goes when we get donations or grant money; have been getting some large grants that our staff have been writing for. Doing really good in that area.

S. Blondin asked if K. Ayala thought we were heading for trouble with our expenses at this point. K. Ayala stated that because we were trending below what we budgeted it, it was a good thing and believes we will end the year with more revenue than expenses.

Motion by A. Harris, seconded by P. Travis, to receive the Penal Fine and Financial Reports as presented.

ROLL CALL VOTE:

Yes: S. Blondin, A. Harris, M. Herr, P. Travis

No: None

MOTION PASSED 4-0

ADMINISTRATION REPORT – Trish Burns

Have been receiving several grants, the most recent is the Big Read Grant; awarded to 75 agencies this year throughout the United States so it's a big deal to get this grant. Have a number of other organizations working with us. We won't necessarily see any money from this but we will be able to do a book giveaway and several programs with it as well; will be more in terms of materials.

Moving back toward full service; planning to do that by July 1. Furniture will be moved back, things will be put back on the website after re-training staff on how to do calendaring since it hasn't had to be done in a year and a half. Starting to have conversations on face to face programming. Staff requested the Plexiglas barriers remain up for a while and it was agreed they will.

Noted that two complaints were received. Unusual to get material complaints let alone two in the same month. Trish and Mary talked about it and Mary asked if she thought it was part of a concerted effort but both complaints were completely different in terms of what they were complaining about; Trish doesn't believe there is any movement going on in the area leaning that way.

June 8th, the library celebrated one year of the library reopening. We were one of the first libraries to reopen at all to the public on June 8th last year and celebrated that this month with silly gift bags and the staff shared what helped them get through this past year. Mary Ruthko and Jolene Faber but together a slideshow of all the staff's responses to share with all the staff – Trish played the slideshow for the board.

Trish congratulated Don Carlyon for being reappointed to the board for another five years.

P. Travis asked in terms of the reopening if the Community Room would be reopening in July and Trish responded that yes, all the community rooms and quiet study rooms will be available

for patrons again and have been calling the groups that have used them in the past to get them on the calendar. P. Travis also asked about Story Time. Trish explained that was something that was going to be discussed at the Children's meeting and a plan was going to be put together on when they will start doing those in person again. She suspects they will do a couple more months online because they have those planned already; thinking early fall depending on what the numbers look like. May have to end up doing slightly smaller groups for the comfort of people but starting to ease into that the next couple months.

A. Harris asked about Pinconning and the progress that was being made out there and the green space that was talked about. Trish said she had just visited that branch and the lawn looks amazing and are in the process of deciding what will be done with the end wall; wasn't a huge focus this last year. Not sure if it will be finished this fall or next spring. Trish reported that it looks fine, it is a clean cinderblock wall with good edges and the roof looks fine; doesn't look like it's unfinished but currently does not match the rest of the building.

Motion by P. Travis, seconded by S. Blondin, to receive the Administration Report as presented.

ROLL CALL VOTE:

Yes: S. Blondin, A. Harris, M. Herr, P. Travis

No: None

MOTION PASSED 4-0

OPEN TO THE PUBLIC

None

CORRESPONDENCE

Complaints / Thank you.

COMMITTEE REPORTS

A. Finance Committee – No report.

B. Personnel Committee – No report.

UNFINISHED BUSINESS

There was no unfinished business to discuss.

NEW BUSINESS

There was no new business to discuss.

OPEN TO THE PUBLIC

No Public

S. Blondin asked for a friend if the library was accepting donations for the book sale. Trish responded that if the individual contracted John Vanlooy they could possibly meet and donate them at Southside; as of right now, we are not accepting donations at the library because they are doing a massive weeding project and those books will be going to Southside as well. Friends decided they will push the sale to mid-August (12th, 13th, 14th) then will be accepting donations after that for next year's sale.

CLOSED SESSION

ANNOUNCEMENTS

Trish announced that July's board meeting will return to in person.

ADJOURNMENT

Motion by A. Harris, seconded by P. Travis, to adjourn the meeting at 6:05 p.m.

ROLL CALL VOTE:

Yes: S. Blondin, A. Harris, M. Herr, P. Travis

No: None

MOTION PASSED 4-0

Paul Travis
Secretary/Treasurer

Jolene Faber
Recording Secretary