

**MINUTES OF THE
BAY COUNTY LIBRARY SYSTEM
BOARD OF TRUSTEES
REGULAR BOARD MEETING
July 24, 2019**

Sue Blondin called the regular board meeting of the Bay County Library System Board of Trustees, to order at 5:30 p.m. on July 24, 2019. The meeting was held in the Community Room at the Auburn Area Branch Library, 235 West Midland Road, Auburn MI 48611.

The Pledge of Allegiance was recited.

Roll Call: Sue Blondin, Anne Harris, Mary Herr and Paul Travis

Excused: Don Carlyon

Others: Trish Burns and Eileen Schulz

Staff Greeting

Jackie Bruessow, Senior Library Assistant – Jackie Bruessow is a Senior Library Assistant and Circulation Supervisor, for the Auburn Area Branch Library. She began working for BCLS in 2015 as a Library Page. She then moved into the position of part-time Library Assistant. In 2017, she became a Senior Library Assistant. Some of her responsibilities are staff supervising, ordering supplies, decorating the branch, maintaining the programming calendar, and adult programs. She considers it a real privilege to work for the Bay County Library System.

Sue Blondin took this time to welcome newly elected board trustee, Paul Travis.

ADDITIONAL AGENDA ITEMS – No additional agenda items.

MINUTES

Motion by M. Herr, seconded by P. Travis, to approve the minutes of the June 26, 2019 regular board meeting. Motion carried.

BILLS PAYABLE – Mary Herr reviewed the bills for the month.

Motion by M. Herr, seconded by P. Travis, to approve the bills payable, as presented. Motion carried.

FINANCIAL REPORT

June 2019 Financial Report, and Penal Fine Report – Trish Burns reported Penal Fines for the month of June are at \$31,292, and for the first 6 months, are \$13,533 over budget. Revenue for the month of June came in at \$347,568 due in part to D.D.A. monies received. Expenses are at your below budget for the first 6 months.

Motion by A. Harris, seconded by M. Herr, to receive the 2019 June Financial report, and the Penal Fine Report. Motion carried.

ADMINISTRATION REPORT – Trish Burns

Update on Pinconning Building – T. Burns spoke with AKT Peerless last week and understands once they receive approval, they will conduct an investigation at the site, which enables them to spec out a dig. Bids for the excavation will be issued publicly and once they are received, it is expected digging will take place this fall.

Sage gables done – The Sage gable repair has been completed. The gables will be painted in late fall.

Tall Ships – The library had a tent in the park during all three days of the Tall Ships Festival. Performers included storytellers and musicians with a nautical theme. The Friends of the Bay County Library System generously sponsor this festival event. It is estimated over 1,700 people stopped by.

Linwood Lot – A survey has been completed on the library owned lot in Linwood where the Bookmobile stops each month. Library staff can now make repairs without fear of encroaching onto the adjoining property.

Book Sale – The Friends Annual Book Sale will be held August 1-3 at the Civic Arena. The funds the Friends make during this sale come back to the library in the form of programs, materials, furniture, special collections, and many other items.

Motion by P. Travis, seconded by, M. Herr, to receive the Administration Report. Motion carried.

OPEN TO THE PUBLIC – No public

CORRESPONDENCE

No correspondence received.

COMMITTEE REPORTS

Financial Committee

Personnel Committee – Don Carlyon – Chairperson

Library Director's review – In Don Carlyon's absence, committee member Mary Herr, gave the report. Trish Burns received all number one ratings except for one 2. The board agrees she continues to do a great job as director of the Bay County Library System. T. Burns thanked the board for her annual review. She thanked her administrative and library staff for their part in creating a great library system with their dedication and love for the library.

UNFINISHED BUSINESS

No unfinished business for discussion.

NEW BUSINESS

Committee Appointments - Chairperson Sue Blondin appointed Mary Herr and Paul Travis to serve on the Finance Committee, with M. Herr as chairperson. Don Carlyon and Anne Harris were appointed to the Personnel Committee, with D. Carlyon as chairperson.

OPEN TO THE PUBLIC

No comments.

ANNOUNCEMENTS

No announcements.

Motion by M. Herr, seconded by P. Travis, to adjourn the meeting at 6:11 pm. Motion carried.

Anne Harris
Secretary/Treasurer

Eileen Schulz
Recording Secretary