

MINUTES OF THE



**BOARD OF TRUSTEES
REGULAR BOARD MEETING
July 28, 2021**

Mary Herr called the regular board meeting of the Bay County Library System Board of Trustees to order at 5:30 p.m. on July 28, 2021. The meeting was held in the Kantzler Community Room at the Alice and Jack Wirt Public Library, 500 Center Avenue, Bay City Michigan 48708.

The Pledge of Allegiance was recited.

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

Board Members Absent:

Others Present: Trish Burns, Jolene Faber, and Dani DiAmico

ADDITIONAL AGENDA ITEMS

Dani DiAmico: Children’s Librarian Sage Branch - LENA Start Program.

Program start September 13th. “LENA Start is a program for parents that uses regular feedback from LENA’s “talk pedometer” technology to help increase interactive talk in order to close the early talk gap, improve school readiness, and build stronger families. Over the course of 10 weekly sessions, parents and caregivers learn about the importance of interactive talk along with ways to incorporate more conversation into their daily routines. The program combines the use of LENA technology to measure the home language environment with parent group meetings that teach simple techniques to improve the quantity and quality of adult-child talk.”

Works with children between the ages of 0-36 months. Child wears the recording device which records the serve and return between children and their caregivers. Technology is so advanced it can tell the difference between an older sibling and a parent/adult but only records sound vibrations, not the actual words. Technology has been around for 15 years and has a 75% completion rate. BCLS is partnering with Delta College and the Bay ISD for this program.

MINUTES

Motion by S. Blondin, seconded by P. Travis, to approve the minutes of the June 23, 2021, regular board meeting. Motion carried.

BILLS PAYABLE

P. Travis asked about the Microfilm machine purchase. T. Burns stated we purchased a new Microfilm printer for the Genealogy Room. The technology was updated and is now much better than the old machine. The machine it is replacing still works and will be sent over to the Pinconning Branch to replace theirs that broke several months ago. No other areas of concern.

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

PENAL FINE REPORT

T. Burns reported June Penal Fines came in at \$18,729.60, above budget by almost \$2,500.00 for the year so far; in good shape. Slightly less than last year but looking to make budget with penal fines if things stay the same for the next six months.

FINANCIAL REPORT

T. Burns reported revenues for June were \$339,208.38. Have received 96.16% of our revenue for the year at just six months. Received our final payment of current property taxes. Do expect that majority of the line items on revenue will hit budget better than expected; one of them being State Aid -budgeted \$45,000 and have received \$46,000 already and may receive another 40-46 thousand later on in the year. Revenues are looking good; no issues with them six months into the year. No issues with the expense report; six months in we should be around 50% and most line items are at the mid to low 40%. The few things that are higher are things that are prepaid or paid for the entire year.

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

ADMINISTRATION REPORT – Trish Burns

We received a formal Book Reconsideration form; will be addressed in Correspondence.

Friends Book Sale still planned to take place August 12-14th – have tens of thousands of items. Also now using Better World Boxes and sending some of the donations to them where they try and sell them and BCLS gets a portion of the sale.

Have met with Wobig Construction on redesigning the drive up window. New window will feature a sliding window slightly higher than the current window and an awning to keep staff and patrons dry in bad weather. Hoping to have it completed late summer or early fall but with the shortage of workers and supplies, we are crossing fingers on that.

We are carefully moving back to in person programming. Friday August 6th, there will be a program outside (weather permitting) in Sage's Word Art Garden to decorate rocks to add to the garden.

*P. Travis shared that he was walking by the Word Art Garden and came across a father with young girls. The girls were very excited to show Paul what it was all about and how much they like it.

In the process of getting a permanent sign for the Word Art Garden.

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

OPEN TO THE PUBLIC

None

CORRESPONDENCE

Material Reconsideration

Received a formal written complaint for material. The graphic novel "Lighter Than My Shadow" is the story of the author's journey through anorexia and how certain traumatic events in her life added to the anorexia. One of those traumatic events was that she was sexually abused and that was the drawing the mother saw in the book that caused her to make a complaint. She would like BCLS to move it to the adult section. She was sent

the current Reconsideration of Materials Policy, a list of locations where the title can be found in our area (all except one are located in the teen/young adult area of the libraries including the copy owned by Bay City Central), editorial reviews of the item, and a letter from our Managing Librarian, Kirsten Wellnitz responding to her concern. BCLS decided they will keep the novel in the teen/young adult section. We will wait to see how the patron responds; if she accepts it or wants to take it to the next step and bring it to the Director and the Board.

*The Board all voiced that they thought Kirsten's response was excellent and very well written.

COMMITTEE REPORTS

A. Finance Committee – No report.

B. Personnel Committee

Director's Evaluation – "We are delighted with the kind of work you do that cannot be replicated any better.. never quit expanding what the library does" – Don Carlyon.

UNFINISHED BUSINESS

There was no unfinished business to discuss.

NEW BUSINESS – Policy and Procedures

A. Reconsideration of Materials Policy

Will strike out "a committee consisting of the Collection Development Committee" since we no longer have that committee and change "committee" to "Managing Librarian" on who will notify the patron of their decision in writing.

Motion by A. Harris, seconded by P. Travis, to receive changes to the Reconsideration of Materials Policy as presented. Motion carried

B. Rules of Conduct Policy

Will strike out the word "illegal" in reference to being under the influence of alcohol/drugs. This would then cover the use of legal (marijuana) and illegal drugs.

Will strike out the words "in restrooms" in relation to sleeping in the library as well as add the words "or on the library property" in response to individuals sleeping for long periods of time (not just nodding off) inside the library and on benches outside the library.

*S. Blondin was concerned that this shouldn't be put on staff to confront patrons that are sleeping; T. Burns stated it was staff that requested the change so they could say something to these patrons without going against policy. Staff is not required to do it if they feel uncomfortable, but are permitted to do so if they feel it necessary.

Motion by D. Carlyon, seconded by P. Travis, to receive changes to the Rules of Conduct Policy as presented. Motion carried.

OPEN TO THE PUBLIC

No Public

CLOSED SESSION

ANNOUNCEMENTS

D. Carlyon shared thoughtful quotes.

A. Harris stated she will be having surgery on her left hand in September.

ADJOURNMENT

Motion by P. Travis, seconded by A. Harris, to adjourn the meeting at 6:30 p.m. Motion carried.

Paul Travis
Secretary/Treasurer

Jolene Faber
Recording Secretary