

MINUTES OF THE



**BOARD OF TRUSTEES  
REGULAR BOARD MEETING  
September 22, 2021**

Mary Herr called the regular board meeting of the Bay County Library System Board of Trustees to order at 5:31 p.m. on September 22, 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: Don Carlyon, Anne Harris (arrived at 5:36), Mary Herr and Paul Travis  
Board Members Absent: Sue Blondin  
Others Present: Kevin Ayala, Trish Burns and Jolene Faber

ADDITIONAL AGENDA ITEMS- No additional agenda items.

MINUTES

**Motion by P. Travis, seconded by D. Carlyon, to approve the minutes of the August 25, 2021, regular board meeting. Motion carried.**

BILLS PAYABLE

P. Travis stated bills payable looked like a routine report and had no questions.

**Motion by D. Carlyon, seconded by P. Travis, to approve the bills payable as presented. Motion carried.**

PENAL FINE REPORT

K. Ayala reported August Penal Fines came in at \$12,912.89. For the year to date we are at \$137,376.58 putting us about \$6,600 below budget year to date but no need to be concerned.

FINANCIAL REPORT

K. Ayala reported we received our Local Community Stabilization Share which is money we get from the state that is basically a replacement for the Personal Property tax. We also received our Payment in Lieu of Taxes from the city which is for high-rises, etc. When you look at the year to date, we are at 5.5 million which is over what was budgeted; so even though Penal Fines are coming in slightly less, overall we have received in more revenue so far through August than anticipated for the whole year. Nothing to highlight in expenses, everything is happening as anticipated. Again, we are trying to do a few smaller projects to have it hit in this year's budget. Other than that, we are trending a little lower than we need to be when it comes to expenses which is good. All in all, things are looking good.

**Motion by P. Travis, seconded by D. Carlyon, to receive the Penal Fine and Financial Reports as presented. Motion carried.**

## **ADMINISTRATION REPORT – Trish Burns**

The Friend's booksale made a grand total of \$31,586.50; second largest gross that they have ever done but since Two Men and a Truck did not charge for moving services, they had their largest net in our history. Patrons are already donating like crazy for next year.

SRP trended upward after the odd year last year because of Covid; not anywhere near where we were three years ago but on the upward swing again. Both Adult and Children's did increase quite a bit. Wanted to note, a few years ago we added the program called Beanstack which is an online capability for patrons to participate and that has grown as well. For the next few years at least, we will continue to do both options. Beanstack is accessible from our website and has different reading challenges each month so is used for more than just SRP. The overall finishing percentage increased this year over last year and years before. Very happy with SRP this year.

Route Bay City named the Bay County Library in the top ten Social Media Platforms to follow in Bay County; very pleased to see that.

Wanted to board to be aware that something has been going on around the country which people are calling "First Amendment Audits". People are going into government buildings, libraries etc. with their cell phones loudly exclaiming they are there to do a First Amendment Audit and making sure no one is stomping on their First Amendment rights. They march around the building trying to get staff to react poorly then post it on social media hoping to flood the library's page with derogatory comments. We have not had any incidents at our location but there has been some in Michigan. Staff has been informed that should this happen they are to be their very calm, very helpful selves; normally if they don't get the reaction they are looking for, they leave.

**Motion by A. Harris, seconded by P. Travis, to receive the Administration Report as presented. Motion carried.**

### OPEN TO THE PUBLIC

None

### CORRESPONDENCE

- A. Letter from United Way of Bay County

### COMMITTEE REPORTS

- A. Finance Committee – No report.
- B. Personnel Committee- No report.

### UNFINISHED BUSINESS

There was no unfinished business to discuss.

### NEW BUSINESS -Weather Emergency Policy

We have had a Weather Policy since 2010, and recently had a Tornado warning which is what prompted a closer look at this policy. Not every branch was doing the same thing, so there was a discussion and made some changes to the policy. Major changes include the addition that doors will be locked when a tornado warning is in place, if the County Building closes for ice/snow storm the library will close, and took out extraneous language.

**Motion by D. Carlyon, seconded by P. Travis, to approve the updated Weather Emergency Policy. Motion carried**

OPEN TO THE PUBLIC

No Public

CLOSED SESSION

ANNOUNCEMENTS

D. Carlyon shared a quote of his – “Anyone who isn’t a little strange, is a little strange.”

ADJOURNMENT

**Motion by P. Travis, seconded by A. Harris, to adjourn the meeting at 5:53 p.m. Motion carried.**

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Paul Travis  
Secretary/Treasurer

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Jolene Faber  
Recording Secretary