

MINUTES OF THE



**BOARD OF TRUSTEES
REGULAR BOARD MEETING
January 26, 2022**

Paul Travis called the regular board meeting of the Bay County Library System Board of Trustees to order at 5:30 p.m. on January 26, 2022. 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 (joined via telephone due to medical issue), Anne Harris, Mary Herr and Paul Travis

Board Members Absent:

Others Present: Kevin Ayala, Trish Burns and Jolene Faber

ADDITIONAL AGENDA ITEMS-

M. Herr asked if there had been any more material complaints, T. Burns responded that there had not.

MINUTES

Motion by S. Blondin, seconded by M. Herr, to approve the minutes of the December 15, 2021, regular board meeting. Motion carried.

BILLS PAYABLE

P. Travis did not see any areas of concern. Only item wanting explanation was the bill for Hoopla which K. Ayala explained that we prepay on the Hoopla account and it gets drawn down from each month for ebook, audiobooks, etc.

Motion by M. Herr, seconded by A. Harris, to approve the bills payable as presented. Motion carried.

PENAL FINE REPORT

K. Ayala reported December penal fines came in at \$17,614.06; one of our better months for the whole year. All in all, we hit \$194,688.35 which is only down slightly from last year. For 2022, we have budgeted \$12,000 per month and hope the upward trend that we've seen over the last few months continues.

FINANCIAL REPORT

K. Ayala reported revenues for December were \$42,071.81 with the majority coming from penal fines and the McCabe Foundation. The McCabe Foundation is an endowment that Helen McCabe left to the library (and several other organizations). Every year PNC Bank, which is the trust administrator of the money, issues a check to the library from the foundation.

2021 actual expenses look very good compared to what was budgeted. We are still paying bills from December so we will not have a final number for 2021 until the middle of February.

Motion by M. Herr, seconded by S. Blondin, to receive the Penal Fine and Financial Reports as presented. Motion carried.

ADMINISTRATION REPORT – Trish Burns

This was the first year the library was involved in Sundays in the City which was a great way for the library to get good publicity with our name showing up first on the list of participants. The Friends paid for the library to participate and patrons were able to enter to win the wreath that was created for the library as well as a sleigh of gifts.

We are starting a new streaming service called Kanopy which is artsy films, The Great Courses, films that are more niche, etc. This is a pay-per-play service similar to Hoopla. Kanopy will be rolling out February 1st to patrons. Between all of our streaming services now, we really do have something for about everyone.

The library received some ARPA Funding Grants and will be getting an outdoor programming kit, an additional 5 laptops and approximately \$3,000 for ebook purchases.

The Writing Center is back at the library, planning on doing more PR and hoping attendance will increase in the following weeks.

There has been an increase in Covid cases among the staff over the last several weeks which is not too surprising with the number of cases going up. As far as we are aware, staff is not spreading it to each other.

The Friends gave money for each of the staff to pick a piece of Logo wear with the BCLS logo.

Motion by A. Harris, seconded by M. Herr, to receive the Administration Report as presented. Motion carried.

OPEN TO THE PUBLIC

None

CORRESPONDENCE

Thank You letter

COMMITTEE REPORTS

A. Finance Committee – No meeting – Board will discuss to determine members

B. Personnel Committee - No meeting – Board will discuss to determine members

UNFINISHED BUSINESS

There was no unfinished business to discuss.

NEW BUSINESS

A. Checkout Limits and Fee Structure Policy – Trying to keep things as consistent as possible so almost everything will be a 3 week checkout.

B. Library Card Types Policy – Bridgeport Public Library is no longer part of the VLC and will be removed. Coleman Area Library, Frankenmuth Wickson District Library,

and Pere Marquette District Library have all joined the VLC and have been added to the list.

Motion by M. Herr, seconded by D. Carlyon, to approve the new business. Motion carried.

OPEN TO THE PUBLIC

No Public

CLOSED SESSION

ANNOUNCEMENTS

D. Carlyon shared a few thoughtful quotes.

ADJOURNMENT

Motion by M. Herr, seconded by A. Harris, to adjourn the meeting at 6:03 p.m. Motion carried.

Sue Blondin
Secretary/Treasurer

Jolene Faber
Recording Secretary