

MINUTES OF THE



**BOARD OF TRUSTEES
REGULAR BOARD MEETING
August 23, 2023**

Paul Travis called the regular board meeting of the Bay County Library System Board of Trustees to order at 5:32 p.m. on August 23, 2023. 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, Douglas Stone and Paul Travis
Board Members Absent: Mary Herr
Others Present: Trish Burns, Kevin Ayala and Jolene Faber

STAFF GREETING: Dacy Willard – Managing Librarian: Auburn and Pinconning Branches. Dacy started at BCLS in 2008 as a Page in Pinconning. She moved over to Wirt in 2011 where she worked in Circulation, then to Sage’s Children’s department. She took a full time position in Children’s at Auburn in 2017 and became Head of Children’s there in 2019. After Linda Austin retired, she was interim Managing Librarian at Auburn before accepting the job of Managing Librarian at both branches in 2022. Dacy loves the staff she works with and this is her dream job.

ADDITIONAL AGENDA ITEMS: No Additional Agenda Items

MINUTES – July 26, 2023 (**Approve**)

Motion by S. Blondin, seconded by D. Stone, to approve the minutes of the July 26th, 2023 regular board meeting. Motion carried.

BILLS PAYABLE

S. Blondin did not see anything that stood out or had questions on.

D. Stone asked about the charge to Hensler Furniture Refinishing for table top refinishing for tables at Wirt. K. Ayala explained it was for 11-14 tables at Wirt. After attempting to refinish them ourselves without success, they had them sent out for repair. The tables are original to the building making them 17 years old and had just been worn down over time; they now look brand new.

D. Stone asked how the Ebook program worked and T. Burns explained we purchase Ebooks just like we do a hard cover book and they get put into the Ebook library. Just like a hard copy book, if there are multiple holds we will purchase additional copies. Some publishers require a new copy be purchased after a certain number of checkouts

and others require a new copy after a certain number of years. T. Burns explained that our Ebooks are one of our collections that are circulating more than ever.

Motion by D. Carlyon, seconded by S. Blondin, to approve the bills payable for the month of July 2023. Motion carried.

PENAL FINE REPORT

K. Ayala reported July penal fines came in at \$15,033.13; this is the month where \$6,500 comes from our portion of penal fines and goes to the county's Law Library that is available to the public. We are closing in on our yearly budget averaging 17 thousand per month and doing very well on penal fines.

FINANCIAL REPORT

K. Ayala reported revenue for July was \$55,299.49 with 15 thousand from penal fines, approximately 14 thousand in payment in lieu of taxes, and interest on investments bringing in about 11 thousand.

Expenses for July included normal charges. We are trending lower on expenses than expected which is good and on track to have another good year.

Motion by D. Carlyon, seconded by D. Stone, to receive the July 2023 Penal Fine and Financial Reports as presented. Motion carried.

ADMINISTRATION REPORT

Our Summer Reading Program numbers were almost back up to pre-pandemic numbers with all ages increasing in numbers significantly from last year.

The Friend's annual book sale brought in record numbers surpassing their best year by 5 thousand dollars. New budget requests will be sent to the Friend's and they will start fulfilling them in January.

September is Library Card Sign-up Month.

Route Bay City published an article highlighting the library and the number of organizations we work with to promote reading.

Motion by S. Blondin, seconded by D. Stone, to receive the Administration Report as presented. Motion carried.

CORRESPONDENCE

Thank yous and Tell Us What You Think.

COMMITTEE REPORTS

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

NEW BUSINESS

No New Business

CLOSED SESSION – No closed session.

ANNOUNCEMENTS

D. Carlyon shared some thoughtful quotes.

ADJOURNMENT

Motion by D. Carlyon seconded by D. Stone, to adjourn the meeting at 6:04 p.m. Motion carried.

Sue Blondin
Secretary/Treasurer

Jolene Faber
Recording Secretary