

**MINUTES OF THE
BAY COUNTY LIBRARY SYSTEM
BOARD OF TRUSTEES
REGULAR BOARD MEETING
September 25, 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, September 25, 2019. The meeting was held in the Community Room at the Pinconning Branch Library, 218 Kaiser Street, Pinconning MI 48650

The Pledge of Allegiance was recited.

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

Others: Kevin Ayala, Trish Burns, and Eileen Schulz

Staff Greeting

Jeanette Marks, Pinconning Branch Managing Librarian – Jeanette Marks has been the Managing Librarian at the Pinconning Branch Library since she was hired six years ago. She is married with two adult daughters. Her workdays vary from library programs, book ordering, she is the branch's point person for the library's new website, and being involved in the community through outreach programs, are a few of her responsibilities.

ADDITIONAL AGENDA ITEMS – No additional agenda items

MINUTES

Motion by P. Travis, seconded by A. Harris, to approve the minutes of the August 28, 2019 regular board meeting. Motion carried.

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

Motion by A. Harris, seconded by P. Travis, to approve the bills payable, as presented. Motion carried.

FINANCIAL REPORT

August 2019 Financial Report, and Penal Fine Report – Kevin Ayala reported penal fines came in at \$30,725 for August, bringing the year to date total received to \$223,978, nearly \$16,000 over the budgeted amount. The total revenues received for last month came in at \$103,000, which included penal fines, Friends' booksale and the property in lieu of taxes. Expenses are on budget.

Motion by D. Carlyon, seconded by M. Herr, to receive the 2019 August Financial report, and the Penal Fine Report. Motion carried.

ADMINISTRATION REPORT – Trish Burns

Community Outreach – The Bay County Library participated in the first annual Chicken Wing Eating Contest for the United Way of Bay County. A five member library team went head to head with 12 other teams for five rounds of eating. The library’s team, The Wingmen, did not win, but through team effort, did not come in last.

Downtown Fall Days – The library also participated in the Downtown Management Board’s Fall into Downtown weekend along with dozens of other businesses. Held on the second Sunday in September, the staff welcomed visitors with friendly service and the Promotion Commotion Library Card discount program.

Statewide award – Dani, DiAmico, Children’s Department Head for the Sage Branch Library, has been awarded the Rising Star Award, by the Michigan Library Association. The Rising Star Award is given to a library employee who has been in the field for less than five years and has, among other attributes, helped establish a library culture that sets high standards, promotes learning, and makes the library an integral part of the community. The award will be given at the MLA Annual Conference in Novi on October 17. The MLA offices will be sending press releases to local news outlets.

Narcan – Governor Whitmer signed the Narcan bill package into law in July, with immediate effect. These bills will provide liability protection for libraries when providing the life-saving opioid antidote naloxone, common brand name Narcan, to an overdosing patron. The library will work to procure both Narcan and training for staff, as well as written guidelines for staff.

New website – T. Burns gave a brief demonstration of the library’s new website, pointing out several of its features.

**Motion by D. Carlyon, seconded by, P. Travis, to receive the Administration Report.
Motion carried.**

OPEN TO THE PUBLIC – No public

CORRESPONDENCE

Letter - Michael J. Cecchini, Public Safety Director

Letter – CAN Council – Danielle Russell, Resource Development Mgr.

Please Tell Us What You Think... – Brenda Bissonnette

COMMITTEE REPORTS

Financial Committee – Mary Herr - Chairperson

Personnel Committee – Don Carlyon – Chairperson

UNFINISHED BUSINESS

No unfinished business for discussion.

NEW BUSINESS

Flag Policy – T. Burns shared there has been discussion throughout the state of Michigan from other libraries that are being asked to fly other organizational flags along with the United States of America flag, at their buildings. Although the library has yet to be approached, she is asking for approval of a new policy stating that the Bay County Library System will only fly the United States flag.

Motion by P. Travis, seconded by, A. Harris, to approve the Flag Policy. Motion carried.

OPEN TO THE PUBLIC

No comments.

ANNOUNCEMENTS

No announcements.

Motion by P. Travis, seconded by M. Herr, to adjourn the meeting at 6:10 pm. Motion carried.

Anne Harris
Secretary/Treasurer

Eileen Schulz
Recording Secretary