

MINUTES OF THE



**BOARD OF TRUSTEES
REGULAR BOARD MEETING
January 28, 2026**

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 28, 2026. The meeting was held in the Kantzler Community Room at the Alice and Jack Wirt Public Library, 500 Center Avenue, Bay City

Roll Call: Sherry Bledsoe, Mary Herr, Doug Stone and Paul Travis
Board Members Absent: Charlie Parke

Others Present: Kevin Ayala, Jolene Faber and Kirsten Wellnitz

STAFF GREETING: Madison Roberts: Children’s Department Head – Wirt Branch

Madison joined BCLS in September 2024. She is a Bay City native graduating from Bay City Central and went to Michigan State for undergrad. After completing her library degree, Madison was a Youth Services Librarian in Midland for about three years before coming to BCLS. Madison loves sharing with patrons resources they may not know we have.

PUBLIC COMMENTS: No Public Comment.

REGULAR MEETING MINUTES – November 19, 2025 (Approve)

Revised minutes were brought back to the board and after board discussion there was still no agreement on the minutes. Some board members felt the minutes were too generalized and did not include adequate detail. The board asked for the minutes to be revised again and emailed to them prior to the next meeting to review for approval.

No Motion to approve the minutes of the November 19, 2025 regular board meeting.

REGULAR MEETING MINUTES – December 17, 2025 (Approve)

Motion by D. Stone seconded by S. Bledsoe to approve the minutes of the December 17, 2025 regular board meeting. Motion Carried.

ANNUAL MEETING MINUTES – December 17, 2025 (Approve)

Motion by S. Bledsoe seconded by D. Stone to approve the minutes of the December 17, 2025 annual board meeting. Motion Carried.

BILLS PAYABLE

K. Ayala reported that the bills payable for the month of December were routine to wrap up the year. He pointed out the charge to VLC (Valley Library Consortium) which were the 3rd quarter operating fees for our catalog system. He also pointed out the charge from Orkin which was for our

scheduled beg bug inspection that happens twice a year; no issues were found. D. Stone asked about the charge from Moonwalk Man and K. Wellnitz explained that is for a deposit for inflatable obstacle courses for SRP kickoff parties which is covered by a grant from the Noon Optimist Club. The board had a discussion on the library being fine free (policy changed in 2021 to no longer charge for late fees) and what motivated the change. P. Travis explained it's been a national trend and across the state of Michigan.

Motion by M. Herr, seconded by S. Bledsoe, to approve the bills payable for the month of December 2025. Motion carried.

PENAL FINE REPORT

K. Ayala reported December penal fines came in at \$14,122.91 slightly under budget. We finished the year with a total of \$221,562.85; over budget by \$5,562.85. K. Ayala reiterated we never know what penal fines will bring from year to year.

FINANCIAL REPORT

K. Ayala reported revenue for December was \$46,425.28 with the majority coming from the Penal Fines and Interest on Investments.

On the expense side, K. Ayala commented that invoices are still coming in from December so they will be processed and charged to December's expenses.

Motion by M. Herr, seconded by S. Bledsoe, to receive the December 2025 Penal Fine and Financial Reports as presented. Motion carried.

ADMINISTRATION REPORT – Kirsten Wellnitz

On December 16th Dani DiAmico, the children's librarian at our Sage branch, facilitated a Zoom presentation with Kim Nowack, the Executive Director of the Mackinac Bridge Authority. Over 250 students between 11 classrooms and a few home school families learned the history behind the construction of the Mackinac Bridge and some fascinating facts about its engineering operation. Dani is looking into doing the same with the director of the Soo Locks.

Our newsletter received a refresh for 2026. Previously done monthly, the new format will cover 2-3 months of information. This format will allow for additional information to be included, such as collections and services we offer, that previously wasn't able to due to space constraints. Switching to this format is also saving the library money.

We are updating to a new web-based circulation system called Polaris that will go live on Thursday February 26th. All library branches will be closed on February 26th to allow staff time to process materials and make sure the system is working properly and address any potential issues.

BCLS recently held a Library Card Design Contest to engage our community and celebrate local creativity. There were four different age ranges for entries with one winner selected from each category. The winning designs will be featured as limited-edition library cards available system wide.

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

CORRESPONDENCE – Thank You from Judge Wood.

COMMITTEE REPORTS

A. Finance Committee – No meeting.

B. Personnel Committee - No meeting.

UNFINISHED BUSINESS –No Unfinished Business

NEW BUSINESS – No New Business

ADDITIONAL FUTURE AGENDA ITEMS: No additional agenda items

ANNOUNCEMENTS – At February’s meeting, we will have Steven Bowers from TLN (The Library Network) present via Zoom on what the TLN cooperative has to offer.

ADJOURNMENT

Motion by M. Herr, seconded by D. Stone, to adjourn the meeting at 6:25 p.m. Motion carried.

Mary Herr
Secretary/Treasurer

Jolene Faber,
Recording Secretary