

**MINUTES OF THE
BAY COUNTY LIBRARY SYSTEM
BOARD OF TRUSTEES
REGULAR BOARD MEETING
October 23, 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, October 23, 2019. The meeting was held in the Kantzler Community Room at the Alice and Jack Wirt Public Library, 500 Center Avenue, Bay City MI 48708.

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

Dacy Willard, Library Assistant, Auburn Area Branch Library – Dacy Willard has been with the Bay County Library since 2008, when she worked as a Library Page at the Pinconning Branch Library. She has held her current position for two years as Library Assistant at the Auburn Area Branch Library. She has experience working at all of the branches either in the Children’s department or at the Circulation Desk. She will graduate this December from Wayne State University with a Masters in Library Science. She loves her job working with children offering programming, crafts, and story times.

ADDITIONAL AGENDA ITEMS – No additional agenda items

MINUTES

Motion by M. Herr, seconded by P. Travis, to approve the minutes of the September 25, 2019 regular board meeting. Motion carried.

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

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

FINANCIAL REPORT

September 2019 Financial Report, and Penal Fine Report – Kevin Ayala reported penal fines for September came in at \$29,636, \$19,614 over budget for the last nine months. Revenue for the month as at \$68,864, mostly made up from Penal Fines and Universal Service Fund monies. Expenses are on budget. Maintenance staff have been taking care of needed repairs and upgrades to all the buildings. K. Ayala noted the Executive Summary included in the packet shows Bay County Library System is 110% funded in the employees’ retirement pension.

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

ADMINISTRATION REPORT – Trish Burns

Building updates - Security cameras have been installed at Sage, Auburn, and Pinconning, both inside and outside. Wirt Library had cameras installed when first opened, but have been upgraded during this time. The gables at the Sage Branch Library have been painted, completing the work, which began in late spring.

SVSU Community Engagement Conference – The Bay County Library has been invited to present a poster session at SVSU for their Community Engagement Conference being held on November 6th. The library has worked with the Writing Center at SVSU and the Bay Area Community Writing Center, by offering a place to meet the first Tuesday of every month. The idea of the conference is to share with staff, faculty, and the public, the vital and vibrant programs and collaborations that are taking place in the different departments of the university.

MMLC meeting – Eric Palmer is the new director of MMLC. His background is in retail and academic libraries. His 100 day plan to the advisory council on October 8 is to spend much of his time learning advocacy, state aid, cooperative services, and getting to know the members. He plans to attend one of the board meetings in his first year on the job and plans to visit the library before the end of the year.

Re-appointment to Library of Michigan board – Trish Burns was reappointed to the Library of Michigan board of trustees by Governor Whitmer. She will serve a three year term expiring October 1, 2022.

Library of Michigan Education – A handout was given to each board member as T. Burns explained all that the Library of Michigan provides to the Bay County Library System.

Motion by M. Herr, seconded by, P. Travis, to receive the Administration Report. Motion carried.

OPEN TO THE PUBLIC – No comments

CORRESPONDENCE

Please Tell Us What You Think... – Kurt Asbury, Andrea Burney, and Kenneth Green

Note: - Dawn Weller

COMMITTEE REPORTS

Financial Committee – Mary Herr - Chairperson

Personnel Committee – Don Carlyon – Chairperson

UNFINISHED BUSINESS

No unfinished business for discussion.

NEW BUSINESS

No New Business for discussion.

OPEN TO THE PUBLIC

No comments

ANNOUNCEMENTS

No announcements.

Motion by M. Herr, seconded by P. Travis, to adjourn the meeting at 6:21 pm. Motion carried.

Anne Harris
Secretary/Treasurer

Eileen Schulz
Recording Secretary