

MINUTES OF THE

BOARD OF TRUSTEES
REGULAR BOARD MEETING
October 23, 2024

Mary Herr called the regular board meeting of the Bay County Library System Board of Trustees to order at 5:32 p.m. on October 23, 2024. The meeting was held in the Kantzler Community Room at the Alice and Jack Wirt Public Library, 500 Center Avenue, Bay City Michigan 48708.

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

Others Present: Kevin Ayala, Trish Burns and Jolene Faber

STAFF GREETING: Amy Churchill, Managing Librarian, Sage Branch
Amy began working at BCLS earlier this year in April and has worked in library administration for over 20 years. She is part of several committees including the chair for the Books for Babies program. Amy then gave the board a demonstration on how efficient the new Bibliocommons search catalog is on our website.

ADDITIONAL AGENDA ITEMS: No additional agenda items.

PUBLIC COMMENTS: No Public Input

MINUTES – September 25, 2024 (**Approve**)

Motion by S. Blondin, seconded by C. Parke to approve the minutes of the September 25, 2024 regular board meeting. Motion Carried.

BILLS PAYABLE

K. Ayala stated that bills payable for the month of September were routine with no concerns to point out. S. Blondin asked about the charge for concrete, K. Ayala explained that it was for the pad that was poured at the Pinconning Branch. M. Herr asked what CTS Companies was and K. Ayala explained it is our VOIP phone service. She also asked what BESTCO HARTFORD was which was explained it is our Retiree Healthcare.

Motion by C. Parke, seconded by P. Travis, to receive the bills payable for the month of September 2024. Motion carried.

PENAL FINE REPORT

K. Ayala reported September penal fines came in at \$45,456.48; another great month. We have exceeded our year-to-date standpoint compared to what we budgeted. No worries in this area.

FINANCIAL REPORT

K. Ayala reported revenue for September was \$57,912.98, the majority of it was interest on investments and VEBA Trust.

On the expense side, it was another normal routine month; nothing happening unexpectedly.

Motion by P. Travis, seconded by C. Parke, to receive the September 2024 Penal Fine and Financial Reports as presented. Motion carried.

ADMINISTRATION REPORT

T. Burns reported on the free informational booth from the Bay Area Chamber that the library won. Kristin Freeman gave a presentation for several hundred attendees.

T. Burns reported on the success of the parties that were held at each branch celebrating our 50th anniversary as a library system.

T. Burns talked about the new texting notification program we started using called Twilio, which has proven to be simple and affordable.

T. Burns discussed our continued outreach with community businesses for storytimes and new children's programming including a very popular Bluey program.

T. Burns noted the author visit with Brendan Slocumb was well attended and included a violin performance to end the night.

Motion by S. Blondin, seconded by C. Parke to receive the Administration Report as presented. Motion carried.

CORRESPONDENCE

None.

COMMITTEE REPORTS

A. Finance Committee – No Meeting.

B. Personnel Committee - No Meeting.

UNFINISHED BUSINESS – No unfinished business.

NEW BUSINESS

A. Travel Policy

T. Burns explained the policy hadn't been updated since 2010 and needed some changes. The board discussed and agreed with several changes but had additional questions on the Transportation portion that T. Burns is to look into and bring back the policy for the November meeting.

CLOSED SESSION under Section 8E of the Open Meetings Act to consider items relative to collective bargaining agreement (as provided for under P.A. 267 of 1976).

Motion by C. Parke, seconded by P. Travis to adjourn for Closed Session to consider items relative to collective bargaining agreement.

Rollcall Vote: Sue Blondin, Mary Herr, Charlie Parke, Paul Travis

Trustees returned to open session at 6:50 p.m.

ANNOUNCEMENTS

Reminder that November's meeting is the third week on the 20th.

ADJOURNMENT

Motion by S. Blondin seconded by P. Travis, to adjourn the meeting at 6:54 p.m. Motion carried.

Paul Travis
Secretary/Treasurer

Jolene Faber,
Recording Secretary