

MINUTES OF THE



**BOARD OF TRUSTEES
REGULAR BOARD MEETING
June 22, 2022**

Paul Travis called the regular board meeting of the Bay County Library System Board of Trustees to order at 5:30 p.m. on June 22, 2022. The meeting was held in the Administration Board 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, Anne Harris, Mary Herr and Paul Travis

Board Members Absent:

Others Present: Trish Burns, Kevin Ayala, and Jolene Faber

STAFF GREETING – Ashley Osborn – Children’s Library Assistant, Auburn branch. Ashely started her library career at SVSU while going to college. She has always wanted to work in a library or be a writer. She got her masters this past December. She started at Wirt and is now at the Auburn branch. They have been doing lots of great programming at Auburn including Science camp and STEAM Saturdays.

ADDITIONAL AGENDA ITEMS –

M. Herr asked if there had been any material complaints. T. Burns responded that we haven’t had any material complaints but there was a complaint on one of our Pride displays at the Sage branch. The Managing Librarian at Sage, Jeanette Marks, spoke to the patron. She was referred to Trish if she wished to discuss the display further.

MINUTES

Motion by D. Carlyon, seconded by M. Herr, to approve the minutes of the May 25, 2022, regular board meeting. Motion carried.

BILLS PAYABLE

S. Blondin had a question about line item - Medical Wrap/Claims Funding. K. Ayala explained that with our health insurance, we purchase a higher deductible plan then wrap it with a Health Reimbursement Account (HRA). With this, we save on the front end because we have a lower premium with the higher deductible plan then when claims are made, our HRA company will take the claims and split the cost between employee and employer and BCLS gets a bill every month (Medical Wrap/Claims Funding). The bill every month depends on usage and overall has been successful and has saved money.

S. Blondin said there was nothing else that stood out to her from the rest of the bills.

Motion by A. Harris, seconded by M. Herr, to approve the bills payable as presented. Motion carried.

PENAL FINE REPORT

K. Ayala reported May penal fines came in at \$18,192.94, over budget by \$6,192.94. Currently ahead of what we budgeted for the year.

FINANCIAL REPORT

K. Ayala reported revenues for May were \$234,437.94 with the bulk coming from our Local Community Stabilization Share which is money from the state to replace the loss of personal property tax revenue. The other chunk came from the first half of our State Aid payment. Our year-to-date revenue looks very good for the first 6 months.

There are no areas of concerns for expenses. We are continuing to take care of building maintenance and improvements.

Motion by S. Blondin, seconded by D. Carlyon, to receive the Penal Fine and Financial Reports as presented. Motion carried.

ADMINISTRATION REPORT –

T. Burns passed out the targeted postcards that Mary Ruthko designed that are going out each month to residences that have moved to Bay County that do not currently have a library card. We will be checking a printout of new cardholders each month to see how this campaign is working.

The fountain at Sage is up and running with a new coat of paint and Leda and the Swan looking the best they have in a long time. We have also added new lighting in the trees around the Word Art Garden to finish off the project.

We are participating again this year in the Meet Up and Eat Up program. Last year we offered one day per week and this year we are offering two days at Wirt and one day at Sage per week.

Summer Reading Program kicked off and has been nice and busy. The staff worked hard on decorations at the branches and the patrons have commented how nice they look. Each branch's kickoff party had a great number of attendance.

Motion by M. Herr, seconded by S. Blondin, to receive the Administration Report as presented. Motion carried.

OPEN TO THE PUBLIC

None

CORRESPONDENCE

None

COMMITTEE REPORTS

A. Finance Committee – No meeting

B. Personnel Committee - D. Carlyon discussed the Director Evaluations for T. Burns. The board is overjoyed with the way Trish has made the library vital to the community.

UNFINISHED BUSINESS

There was no unfinished business to discuss.

NEW BUSINESS - Closings, Emergency-Employee Compensation

Language from the union contract was taken and added to the policy to match and clarify what staff receives if there is an emergency closing. A line was also added that states if the County closes for inclement weather the library will close as well.

Motion by A. Harris, seconded by M. Herr, to approve the Closings, Emergency-Employee Compensation Policy. Motion carried.

OPEN TO THE PUBLIC

No Public

CLOSED SESSION

ANNOUNCEMENTS

D. Carlyon shared a funny story about visiting family.

ADJOURNMENT

Motion by M. Herr, seconded by A. Harris, to adjourn the meeting at 6:10 p.m. Motion carried.

Sue Blondin
Secretary/Treasurer

Jolene Faber
Recording Secretary