

MINUTES OF THE



BOARD OF TRUSTEES REGULAR BOARD MEETING June 25, 2025

Charlie Parke called the regular board meeting of the Bay County Library System Board of Trustees to order at 5:30 p.m. on June 25, 2025. 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, Doug Stone
Board Members Absent: Paul Travis

Others Present: Kevin Ayala, Trish Burns and Jolene Faber

STAFF GREETING: Kirsten Wellnitz – Managing Librarian Wirt Branch.

Kirsten has been the Managing Librarian at Wirt for the last 5 years and has been with BCLS for 15 years. She started the Pinconning Branch as Managing Librarian. After that, she managed both Auburn and Pinconning at the same time for a year, followed by just Auburn for a short bit then over to manage the Sage Branch for 7 years before coming to Wirt. Kirsten is the only employee to have been Managing Librarian at all of our branches. Kirsten oversees our Seed Library, is the chair for the Evening Sessions Programming committee, and helped start the Local Author Expo held at the library. She is involved in the community and represents the library as a member of the Noon Optimist Club, the Literacy Council Board, the Boys and Girls Club Board, and the United Way Community Investment Panel. In her spare time, her and her family enjoy watching and playing hockey.

ADDITIONAL AGENDA ITEMS: No additional agenda items.

PUBLIC COMMENTS: No Public Input

REGULAR MINUTES – May 28, 2025 (**Approve**)

Motion by S. Blondin, seconded by M. Herr to approve the minutes of the May 28, 2025 regular board meeting. Motion Carried.

BILLS PAYABLE

K. Ayala reported that the bills payable for the month of May were routine with no areas of unexpected expenses.

M. Herr asked about the charge from Bestco Hartford. K. Ayala explained that is for our retiree healthcare which covers 16 retirees.

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

PENAL FINE REPORT

K. Ayala reported May penal fines came in at \$16,151.73. Penal fines have been trending higher than what we budgeted but we are having more of a normal year so far.

FINANCIAL REPORT

K. Ayala reported revenue for May was \$648,184.49 with the majority coming from Property Taxes and the Local Community Stabilization Share; which is state money that is replacing personal property taxes that are being phased out. We do not know how much we will receive for the Local Community Stabilization Share each year; it is sporadic.

On the expense side, K. Ayala commented on the Audit Fee line item; they have not issued a final letter from the audit yet but there were no issues.

Motion by D. Stone seconded by M. Herr, to receive the May 2025 Penal Fine and Financial Reports as presented. Motion carried.

ADMINISTRATION REPORT

Summer Reading Program participation during the first week of the program increased across all age ranges by double digit percentages.

Over two thousand people attended the four kickoff parties for the Summer Reading Program which included games, physical activities, art projects and more. We also partnered with local organizations such as the Literacy Council, Foster Families, CAN Council, PBS kids, just to name a few.

Wirt and Sage are participating in Meet Up and Eat Up again this summer which offers free lunches for kids and teens age 0-18 along with programming and free books. There is no charge to the library or to the participants of this program.

We received the appointment of a new board member, Sherry Bledsoe. Her first meeting will be July 23rd.

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

CORRESPONDENCE – Positive Feedback email.

COMMITTEE REPORTS

A. Finance Committee – No meeting.

B. Personnel Committee - No meeting.

UNFINISHED BUSINESS

Director Search Update – We received two applications for the Director position; both fulfill the asked requirements. T. Burns proposes, if the board chooses, to interview both candidates on July 23rd in a special meeting before the July board meeting. Interview questions will be sent to the board by July 10th for review. We will get a packet put together for the board members of the interview questions, the resumes and any other information the board will need by July 17th. Interviews will take place at the special meeting on July 23rd followed by the regular board meeting with a recommendation for the position.

NEW BUSINESS

Rules of Conduct Policy update – After board discussion on the proposed sections for updating, the board asked for more clarification on a few things. It was decided to bring back the policy with changes at the August meeting after T. Burns speaks with the lawyer on terminology.

ANNOUNCEMENTS – The board recognized Sue Blondin on her time and dedication for the last 10 years serving two terms on the Bay County Library Board.

C. Parke presented T. Burns with a plaque honoring and recognizing her decades of dedication and service to libraries in the Great Lakes Bay Region.

ADJOURNMENT

Motion by D. Stone seconded by M. Herr, to adjourn the meeting at 6:21 p.m. Motion carried.

Mary Herr
Secretary/Treasurer

Jolene Faber,
Recording Secretary