

**IOSCO-ARENAC DISTRICT LIBRARY
MINUTES OF THE BOARD OF TRUSTEES REGULAR MEETING**

Place: Iosco-Arenac District Library Administrative Headquarters
Date: April 11, 2024
Present: Sue Kingsbury, Phyllis Klender, Susan Synowiec, Linda Eyer, Dan Stock (arrived 4:50), Rick Rockwell, Thelma Van Brenk, Kari Besancon and Diane Bushman
Absent: Jerry Brown

ITEM 1. CALL TO ORDER.

Chairperson Rockwell called the meeting to order at 4:30 p.m.

ITEM 2. APPROVAL OF THE AGENDA

Director Besancon requested the deletion of Item 10B. Acceptance of the Audit for Fiscal Year 2023
Klender moved and Synowiec seconded approval of the agenda, as amended. Motion carried.

**ITEM 3. PUBLIC PARTICIPATION AND REPORTS FROM FRIENDS OF THE LIBRARY GROUPS -
AUDIT PRESENTATION FROM STEPHENSON & COMPANY, PC**

Nathan Miller from Stephenson & Co. rescheduled the presentation of the 2023 audit for May 9, 2024. Synowiec reported that the Friends of the Whittemore Library have lined up their programs for 2024. They scheduled their fundraising 50/50 drawing for August and discussed the issue of trying to increase their membership. Eyer reported that the Friends of the Mary Johnston Memorial Library discussed the direction of their organization and how to handle burnout. They also talked about programming. Besancon said that the Friends of the East Tawas Library are having a Book and Wine Pairing activity to try to get more members. They completed their annual kids bookmark contest. Besancon also attended the Friends of the Robert J. Parks Library meeting and reported that they talked about their book club and the new sculpture in front of the library. She said that like other friends groups, they are looking for an increase in younger members. Kingsbury reported that Tawas City Library Friends will participate in the Earth Day trash pickup. She also said that the City of Tawas is hiring a teacher to create storyboards for the new park next to the library. Besancon said that TCLF discussed book sales, the results of Bookshelf Bingo and the Viola Shipman program.

ITEM 4. BOARD COMMENTS

None

ITEM 5. APPROVAL OF THE MINUTES OF THE FEBRUARY 8, 2024 REGULAR MEETING

Synowiec moved and Kingsbury seconded approval of the minutes of the February 8, 2024 Regular Meeting. Motion carried.

ITEM 6. TREASURER'S REPORT

Van Brenk moved and Eyer seconded approval of the March 31, 2024 Treasurer's Report. A roll call vote was taken as follows: Brown, absent; Eyer, aye; Rockwell, aye; Synowiec, aye; Stock, aye; Kingsbury, aye; Klender aye; Van Brenk, aye. Motion carried.

ITEM 7. RATIFICATION OF THE BILLS

Klender moved and Synowiec seconded ratification of voucher #24-06 dated February 15, 2024 in the amount of \$17,811.32, voucher #24-07 dated February 29, 2024 in the amount of \$22,026.35, voucher #24-08 dated March 14, 2024 in the amount of \$33,304.37, voucher #24-09 dated March 28, 2024 in the amount of \$20,597.43, voucher #24-10 dated April 11, 2024 in the amount of \$21,346.32, and voucher #24-11 dated April 18, 2024 in the amount of \$389,178.26. A roll call vote was taken as follows: Brown, absent; Eyer, aye; Rockwell, aye; Synowiec, aye; Stock, aye; Kingsbury, aye; Klender aye; Van Brenk, aye. Motion carried.

ITEM 8. DIRECTOR'S REPORT

Eyer asked about how BiblioCommons was progressing. Besancon said that she is on the committee to test it out. It is scheduled to go live for staff on April 18, 2024 and anticipated to go live for patrons around May 18th. They have developed different training modules depending on what aspect of BiblioCommons you want to learn about. She said that patrons will be able to look at their reading history. Kingsbury asked if the reading history would conflict with patron privacy laws. Besancon said that it would not. Stock asked about the borrower registration report. Besancon said that you have to look at in conjunction with fines and fees because many of the expired cards have fines on them. She said that it is surprising to see the low percentage of cards with active checkouts in relation to the total number of cards issued. Klender asked about the Swank license mentioned on the Community Liaison Librarian's report. She wanted to know if it is a one-year license. Besancon said we are looking at a one-year license.

ITEM 9. OLD BUSINESS

9A. HORIZON, MERIT, USF AND MELCAT UPDATES

Nothing new.

9B. ADULT PROGRAM GRANT APPLICATIONS

Director Besancon presented several adult program applications as follows: PLAINFIELD - \$1,300 for Walleye Fisherman Mark Martin and \$700 for May Mixology; STANDISH - \$665 for The Cold Vanish with Jon Bilman, \$800 for Self Defense for Woman and \$400 for Essential Oils with Karen Green.

Kingsbury moved and Van Brenk seconded approval of adult program requests from Plainfield for \$2,000 and Standish for \$1,865. A roll call vote was taken as follows: Brown, absent; Eyer, aye; Rockwell, aye; Synowiec, aye; Stock, aye; Kingsbury, aye; Klender aye; Van Brenk, aye. Motion carried.

9C. FINES AND FEE FORGIVENESS

Synowiec investigated the collectability of fines and fees owed by patrons. She discovered that after six years it is nearly impossible to collect. Besancon recommended to forgive fines over seven years old. Discussion ensued.

Stock moved and Synowiec seconded to authorize forgiveness of all patron fines over seven years old. A roll call vote was taken as follows: Brown, absent; Eyer, aye; Rockwell, aye; Synowiec, aye; Stock, aye; Kingsbury, aye; Klender aye; Van Brenk, aye. Motion carried.

9D. DISCUSSION OF MISSION AND VISION STATEMENT

Director Besancon asked Board members what they want their vision of the future of the District to be. Various Board members offered their opinions and ideas in regard to the District Mission and Vision Statements. Several members shared their questions, comments and concerns, some of which included a meeting space in every library, surveying high school students, and more classes for patrons.

ITEM 10. NEW BUSINESS

10A. ANNUAL REPORT FOR 2023 PRESENTATION

Director Besancon presented the 2023 Annual Report.

Synowiec moved and Kingsbury seconded to accept the 2023 Annual Report, as presented. Motion carried.

10B. ACCEPTANCE OF THE AUDIT FOR FISCAL YEAR 2023

Deleted.

10C. APPROVE APRIL MILLAGE DISTRIBUTION

Kingsbury moved and Van Brenk seconded approval of distribution of millage funds to the units of government with library branches (Standish funds to be distributed in the form of a journal entry) in the amount of \$380,973.73 in accordance with the formula approved by the Board of Trustees at the

February 10, 2022 Board meeting, as presented. A roll call vote was taken as follows: Brown, absent; Eyer, aye; Rockwell, aye; Synowiec, aye; Stock, aye; Kingsbury, aye; Klender aye; Van Brenk, aye. Motion carried.

10D. DISCUSS 2025 MILLAGE DISTRIBUTION

Director Besancon said that the units of government are questioning exactly the millage money can be spent. After discussion, Chairperson Rockwell directed the topic back to the millage ad hoc committee for recommendations.

10E. UPDATING THE BOARD OF TRUSTEES BYLAWS

Director Besancon noted that an email address on the current bylaws is incorrect. She requested that the email for former director Stephanie Olson be changed to Besancon's email address.

Stock moved and Kingsbury seconded approval of correcting the email address on the bylaws to Director Besancon's email address. Motion carried.

10F. OUTSIDE CONSULTANT

Tabled until the May 2024 meeting.

ITEM 11. ITEMS FOR NEXT AGENDA

Add: Acceptance of 2023 Annual Audit

Outside Consultant

ITEM 12. ADJOURNMENT

Chairperson Rockwell adjourned the meeting at 6:08 pm

Respectfully submitted,

Diane Bushman
Recording Secretary