

District Library Board Meeting Minutes

October 2, 2023

Members Present- Shawn Wheeler, Toni Loutzenhiser, Lauren Marion, Erika McClintic and Melanie Robison

Guests- Library director Ruth Kulman, Shirley Wood and Mayor Julie Miller

Absent- Debbie Rickman and Kelly Zielinski

Meeting called to order at 7:02pm with the pledge.

Approval of minutes- Erika made a motion to pass the September 11th minutes, seconded by Shawn. All in favor. Motion for September 11th minutes passed.

Shawn made a motion to pass the September 25th special meeting minutes, seconded by Melanie. All in favor. Motion for September 25th special meeting minutes passed.

Pay the Bills- Melanie motioned to pay the bills as presented, seconded by Lauren. All in favor, motion carried to pay the bills passed.

Treasurer's Report-

- David from King and King helped get our QuickBooks balanced.
- August 31st we had a balance of \$82,788.99. September 30th we had a balance of \$70,857.99.

Librarians report-

- Ann has prepared the ballot language for us to send to the county clerk. The county is also going to be putting a proposal on the ballot for libraries of Sanilac County.
- Request to Improvement Deficiencies Letter
- Larissa from Michigan Works GST worked one week and did a great job. She had an unexpected issue pop up and will be back next week.
- 4th, 5th and 6th School classes coming once a month.
- 12th grade english class of 43 students came on 9/22/26
- Halloween: Trunk or Treat is October 31st - 2 bags of candy from each of us should have us covered for candy.
- Christmas Tree Lighting: December 1st Ernst Werth story time at 5pm, take home craft and refreshments.

- National Good Neighbor Day, 9/28/23: The puzzle competition went well. We had 5 groups of 4. We awarded a first and second place. We had a very nice potluck after.
- Local Artist Charlie Cahoon has his artwork displayed in the library.
- Township Meetings: Township meetings held for Maple and Flynn Twps are the 2nd Tuesday and the 1st Tuesday, tomorrow, is the speaker township meeting.
- We received an email from the Brown City book club to see about a donation they could do. They want a list of things we want.
- We received a thank-you note from the teachers and students at Brown City schools for the flower bouquet bar that was set up for staff on the first week of school.
- Fiber Optic update: Fiber optics is in the building. The reason why we have not heard from Robert Frost is because his wife has fallen very ill.
- Brett Metzger said he would like to help move the shelves upstairs. We are waiting to hear back from him about a good time that works for him.
- Apollo Update: library cards are continuing to be added and past out to patrons. We have about 420 cards entered into Apollo. Mel has connected our Apollo patrons with their new numbers (the new numbers are the last for digits on your library card). We are continuing to clean up the collection and add all paperbacks. Finished with the children's and teen rooms.

Presidents report-

- Deficiency Letter: We can use what we had last year, just make some changes and add that we are no longer a public library, we are applying for a millage to secure our budget.
 - Erika made a motion to approve the wording used for the deficiency letter.
Shawn approved. All in favor, motion carried to pass the wording for the letter.
- Budget Committee: Toni made a motion to create a budget committee which includes Shawn, Toni and Melanie. Erika seconded. All in favor, motion passed.
- We need to come up with a budget that makes sense, right now the format is hard to understand. The committee will meet this month.

Approve the wording on the millage-

- Shawn made a motion to approve the wording on the millage, Toni seconded. All in favor, motion passed.
Shawn Wheeler: yes, Erika McClintic: Yes, Melanie Robison: Yes, Toni Loutzenhiser: Yes, Lauren Marion: Yes.
5 Yes, 0 No, 2 Absent
- Ruth is sending the clerk our millage wording with the resolution and proposal, along with the meeting minutes.

Comments/Questions-

- YES Committee to hang posters. See if kids could design a poster explaining the millage.
Ask Lily Solgat if she can have high schoolers design it for the high school.

Next meeting will be on November 6th at 7:00 pm.

Motion by Lauren to adjourn at 7:58, seconded by Melanie. All in favor. Meeting adjourned.