

Briggs District Library
108 East Railroad Street
St. Johns, Michigan 48879
Minutes for Regular Meeting
November 22, 2016 at 6:00pm

Board Present: Rick Aaron, Elizabeth Ayoub, Jason Denovich, Eric Hufnagel, Bob Jesse, Jean Ruestman, Veronica Thelen

Staff Present: Director, Sara Morrison

Public Present: Rose Rennells and Christine Zehr

The Briggs Public Library is barrier-free. This meeting is open to all members of the public under Michigan's Open Meetings Act. For further information, contact the Library at (989) 224-4702.

The regular meeting of the Briggs District Library, held and posted in compliance with the Open Meetings Act was called to order at 6:01 p.m. by Board Chairperson, J. Ruestman.

J. Denovich moved to approve the agenda as presented. Seconded by B. Jesse. All in favor, motion carries.

E. Ayoub moved to approve the October 27, 2016 meeting minutes as amended. Seconded by E. Hufnagel. B. Jesse moved to approve the minutes from the November 9, 2016. Seconded by E. Ayoub. All in favor, motion carries.

Limited Public Comment: Rose Rennells spoke on behalf of the friends group regarding book sales.

Unfinished Business:

The board discussed Health, Dental, Vision, Life and Disability Insurance options. At this point, the only full time employee needing benefits is S. Morrison. E. Ayoub moved to authorize the Personnel committee to find out how much it would cost for the current director to gather coverage under her husband's coverage. Seconded by B. Jesse. All in favor, motion carries.

The board finished working through draft of the Personnel Manual.

Two employees will be retiring shortly and the Library Director would like to post one Library Clerk position. B. Jesse moved to approve the starting wage of \$9.50/hour for the new position and to increase all current Library Clerks to the starting rate with the 2016 2% COLA increase to \$9.69/hour. Seconded by R. Aaron. All in favor, motion carries.

E. Ayoub moved to recommend to the St. Johns Public School Board of Education that they appoint Mrs. Christine Zehr residing at 1162 S. Chandler Rd. to a four year term on the Briggs District Library Board expiring December 31, 2020. Seconded by V. Thelen. All in favor, motion carries.

The board members will contact individuals for the open City seat.

E. Ayoub moved to engage Anne Seuryneck in all new Library legal matters. Seconded by J. Denovich. All in favor, motion carries.

The board would like the Property Transfer to include a license to local businesses to use the drive to access their businesses, not an easement.

New Business:

The Personnel committee will review the ICMA Plan Document Resolutions.

B. Jesse moved to approve a 2% COLA increase for all employees. Seconded by R. Aaron. All in favor, motion carries.

B. Jesse moved to approve the 2017 Board Meeting Dates as amended. Seconded by E. Ayoub. All in favor, motion carries.

B. Jesse moved to approve the Revenue and Expenditure Report as presented and place the Treasurer's Report on file. Seconded by E. Hufnagel. All in favor, motion carries.

B. Jesse moved to approve the payment of the bills. Seconded by E. Ayoub. All in favor, motion carries.

The City will be crediting city residents' winter tax bills for one half the city library millage levied on the summer tax bills. The City turned over more than half the funds collected from the summer tax levy to the Library. They are requesting a reimbursement in order to be able to issue the refund. E. Hufnagel moved that we authorize the Library Treasurer and Library Director to reimburse the City the amount of \$8,516.78. Seconded by R. Aaron. All in favor, motion carries.

E. Ayoub moved to adjourn the meeting at 8:10.

Next Regular Meeting: December 19, 2016

Respectfully submitted by Veronica Thelen, District Library Board secretary.

Elyshia W. Dallon Ayoub, acting secretary for 12/19/16 mtg -
Veronica Thelen, District Library Board Secretary

19 December 2016
Minutes Approved