

BRIGGS DISTRICT LIBRARY

108 East Railroad Street, St. Johns, Michigan

MINUTES – May 26, 2016

6:00 p.m.

The regularly-scheduled meeting of the Briggs District Library Board was called to order at 6:00 p.m. by Chairperson Ruestman. In attendance were: Jean Ruestman, Bob Jesse, Eric Hufnagel, Rick Aaron, Elizabeth Ayoub, and Jason Denovich (6:28 p.m. arrival). Absent was Veronica Thelen. Director of the Briggs District Library, Sara Morrison, was present, as well as library employee Brett Harger.

Members of the public present were: Rex Ferguson, Joe Thelen, John Glever, Peg Pirhonen, Bob Craig, and Sandra Moore.

Upon motion by R. Aaron, seconded by E. Hufnagel and supported, the **Agenda** was approved.

Upon motion by R. Aaron, seconded by E. Hufnagel and supported, the **Minutes** as amended were approved.

Public Comments:

Brett Harger, library staff: the Summer Reading Program kick-off is June 13th from 4:00 – 7:30 P.M; the finale of the program will be Tuesday, July 19th from 4:00 – 7:30 p.m. The library needs volunteers to help with these programs.

Bob Craig, City of St. Johns: appreciates the annual report prepared by the library's director, Sara Morrison. He stated the report is "excellent." Bob suggests that the library might want to consider having educational, informational meetings, perhaps a mobile library program at the township halls.

Peg Pirhonen, Greenbush Township: would like to see more advertisement for the book sales.

Sandra Moore, Bingham Township: has no electronic access to the library's website, and would like to have the names of all [library] board members.

Upon motion by E. Ayoub seconded by E. Hufnagel and supported, the regularly-scheduled meeting was suspended to allow for the Public Hearing on the Budget.

Public Hearing on the Budget:

Bob Craig, City of St. Johns: the City of St. Johns currently supports the library by a separate millage. If the August ballot millage for the district library is positive, then the City of St. John's

millage would be reduced, and Bob requested that the library board then analyze the figures carefully to make certain that any refunds due to the City of St. Johns be reimbursed.

Peg Pirhonen, Greenbush Township: comments made by Bob Craig regarding reimbursements to entities which currently pay a millage to the library.

Jean Ruestman, Board Chairperson: the issue of "double taxation" has been well studied and reviewed by the Board, and the library is aware of both its responsibility to ensure that no entity does suffer a double taxation.

Sandra Moore, Bingham Township: Sandy notes that there are plans for renovation and expansion to the current district library's site, and wants to know if the library plans to continue the monthly book sales.

Upon motion made by E. Ayoub, seconded by B. Jesse and supported, the public hearing on the budget was closed and the regularly-scheduled business of the meeting continued.

The **library services contract** issue was tabled until next month.

B. Jesse moved that the proposal for **library waste removal** by Granger be accepted, and that the board give the library director the discretion to choose whichever type container/service is required. Motion seconded by R. Aaron and carried.

E. Ayoub moved that the library accept the **insurance** proposal by Allaby and Brewbaker for the period of one year. Motion seconded by J. Denovich and carried.

B. Jesse moved that the proposal for **auditing services** by Gabridge & Co be accepted for the years ending June 30, 2016 – June 30, 2018. Motion seconded by E. Ayoub and carried.

Resolution 2016-004 (Institutional Credit Card Resolution) was adopted.

The **library petty cash policy**, upon motion made by B. Jesse and supported by R. Aaron, was adopted.

Upon motion made by R. Aaron and seconded by J. Denovich, the **NSF Funds Check Return Policy** was adopted.

Committee Assignments were tabled until next month.

Pam Walsh, member of the Yes! Committee, reported on upcoming events and progress of the committee.

Sara Morrison presented the treasurer's report as well as the director's report.

With no further business being before the board and upon motion to adjourn made by B. Jesse, the meeting adjourned at 8:05 p.m.

Respectfully submitted,

Elizabeth Ayoub, Acting Secretary

Minutes approved _____