

Briggs District Library Board Meeting
June 14, 2018
6:00 p.m.

The regularly-scheduled board meeting of the Briggs District Library, held at 108 East Railroad Street, St. Johns, Michigan was called to order at 6:00 p.m. by Library Chairperson Bob Jesse. Present were board members Bob Jesse, Jean Ruestman, Jason Denovich, Chris Zehr, Elizabeth Ayoub, Leslie Salemi, and Robert Andretz. Briggs District Library Director Sara Morrison and Assistant Director, Brett Harger, were present. Kristin Mercer was present representing the Friends of Briggs District Library.

Motion was made by Elizabeth Ayoub to approve the agenda with, a second by Chris Zehr. Motion carried.

A motion was made by Jean Ruestman, with a second by Leslie Salemi, to approve minutes from April 26, 2018. Motion carried.

No public comment for the budget hearing.

A motion was made by Jean Ruestman, with a second by Leslie Salemi to open the budget hearing for the July 2018- June 2019 budget. Roll call vote as follows:

Jesse - yea
Ruestman - yea
Denovich - yea
Zehr - yea
Ayoub - yea
Salemi - yea
Andretz - yea
Motion carried

Kristen Mercer gave an update for the Friends of the Briggs District Library.

Elizabeth moved to authorize friends group to dispose of books that they deem unsaleable for the next three months. Second by Jason Denovich. Motion approved.

By-laws committee will meet to go over the by-laws

Facilities committee report by Bob Jesse.

Jason Denovich moved with a second by Chris Zehr to approve and put on file the treasurer's report. Motion carried.

Jean Ruestman made a motion to approve Circulation policy for the mobile hot spots second by Elizabeth Ayoub. Motion carried.

Leslie Salemi made a motion with a second by Elizabeth Ayoub to approve bills written on checks 1750 through 1815, debits and direct deposits through June 13, 2018 inclusive, totaling \$70,982.329. Motion carried.

Jean Ruestman moved by a second by Leslie Salemi to approve the fund balance policy with amendments. Motion carried.

Motion by Elizabeth Ayoub with a second by Jason Denovich to approve resolution 2018-002 as follows: to establish a capital projects fund; that all of the expenditures from this fund are for capital projects that all resolutions and parts of resolutions are conflict with the provisions of this resolution are rescinded. Roll call vote as follows:

Jesse - yea
Ruestman - yea
Denovich - yea
Zehr - yea
Ayoub - yea
Salemi - yea
Andretz - yea
Motion carried

Motion by Elizabeth Ayoub with a second by Chris Zehr to approved resolution 2018-003 as follows: to place \$57,000.00 in the capital projects fund for the acquisition, construction or renovation of capital assets. Roll call vote as follows:

Jesse - yea
Ruestman - yea
Denovich - yea
Zehr - yea
Ayoub - yea
Salemi - yea
Andretz - yea
Motion carried

Elizabeth Ayoub made a motion, with a second by Jean Ruestman to amend revenue account 4080 Donations (subaccount 4082 general fund from \$9,600.00 to \$19,918.00. Motion carried.

Robert Andretz made a motion, with a second by Elizabeth Ayoub, to amend expenditure account 9000 Reserves (subaccount 9010 Capital Projects Fund) from \$0 to \$10,318.00. Motion carried.

Jason Denovich made a motion, with a second by Jean Ruestman, to amend expenditure account 7300 Facility & Property Maintenance (subaccount 7310 Janitorial Services) from \$56,860.00 to \$55,784.00. Motion carried

Leslie Salemi made a motion, with a second by Chris Zehr, to amend expenditure account 7700 Membership Dues & Education from \$8,935.00 to \$10,011. Motion carried.

Jason Denovich moved with a second by Jean Elizabeth Ayoub to approve the financial policies and internal controls policy with amendments. Motion carried

Leslie Salemi moved to cancel board meeting for June 28th second by Jean Ruestman. Motion carried

Briggs District Library Board Meeting was adjourned by the Chairperson at 7:51 p.m.

Respectfully submitted,

Chris Zehr
Secretary