

Briggs District Library  
108 E. Railroad Street  
St. Johns, MI 48879  
Minutes - June 23, 2016

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

**Board Absent:** Eric Hufnagel

**Staff Present:** Director, Sara Morrison

**Public Present:** Leslie Salemi, Pam Walsh

The meeting was called to order at 6:00 p.m. by Board Chairperson, J. Ruestman.

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

B. Jesse moved to approve the minutes as presented. Seconded by R. Aaron. All in favor, motion carries.

There was no limited public comment.

**New Business:**

B. Jesse moved to approve the budget resolution as presented and on file. Seconded by R. Aaron. Roll Call voting was conducted. Those in favor were B. Jesse, J. Denovich, R. Aaron, J. Ruestman, E. Ayoub, and V. Thelen. No opposition. E. Hufnagel did not vote due to absenteeism.

Director, S. Morrison will create a list of policies and will assign them to the committees and email them so members can bring proposed verbiage changes and updated policies to the future meetings. Budget and Finance committee will start working on new financial policies prior to the July meeting.

The following standing committees were assigned. The Executive Committee will consist of all officers of the Board. The Budget and Finance will be consist of R. Aaron as Treasurer and E. Ayoub as Trustee with consultations made to E. Hufnagel. The Facilities Committee will be represented by two Trustees, B. Jesse and V. Thelen. The Fund Development committee Trustee will be E. Hufnagel. The Marketing Committee will also consist of two Trustees, J. Denovich and J. Ruestman.

Reminders were given to show support for the proposed millage and ask for additional support from known patrons of the library.

In discussion of the topic of the millage not passing, it was reiterated that in our agreement, the city will support the Library for up to 2 years and we have the option to ask for the millage up to twice per calendar year. Next May would be a special election which is a cost.

Leslie Salemi: She will sit down with Bob Craig with the City of St. Johns to talk about the timing of the City Library millage and the District Library millage.

S. Morrison: The District Library attorney provided feedback as to how the possible reimbursement of the City millage levied on the summer tax bill would need to take place should the Library Board decide it is in the Library's best interest financially and politically to pursue such an action. In his legal opinion, the Library would need to remit money to the city and the city would need to credit the amount on the next year's tax bill.

J. Ruestman: She will be attending the Olive Township meeting to discuss the amount of revenue that the .75 mil would generate based on the equalization reports.

#### **Unfinished Business:**

**Marketing/PR Update:** Based on King Media's suggestions, E. Ayoub will talk with organizers of the Concert in the Park and ask to be present at the July 13 concert. The Board liked the idea of King Media sending emails to the cleaned up list of patrons. The Board decided to not do the events poster due to the expense. S. Morrison will look into getting staff t-shirts that they can wear around and possibly at the Mint Festival parade. Additional conversations will be had with King Media about the creation of promotional materials and which type of item would be most beneficial.

**Yes Committee Update:** Leslie Salemi and Pam Walsh reported that they are working to get increased public awareness. 1,030 postcards were sent to absentee voters. Township meetings have been happening and will continue. Postcards to registered voters will go out 2 weeks prior to the vote. The committee is planning to purchase yard signs and are looking for individuals who would be willing to put one in their yard.

B. Jesse: The meeting minutes from the library board went to the townships in the past, but has stopped. This was an oversight when the note taking duties were transferred and will continue again.

R. Aaron presented the Treasurer's Report. E. Ayoub made a motion to accept the Treasurer's Report as presented. Seconded by B. Jesse. All in favor, motion carries.

S. Morrison discussed the budget adjustments to account for postage costs. B. Jesse moved to approve the budget adjustments as presented. Seconded by E. Ayoub. All in favor, motion carries.

S. Morrison presented the Director's Report which is on file.

B. Jesse moved to adjourn the meeting at 7:40. Seconded by R. Aaron.

Next Regular Meeting: July 28, 2016 at 6:00 p.m.

Respectfully submitted by Veronica Thelen, District Library Board secretary.

Veronica Thelen  
Veronica Thelen, District Library Board Secretary

7/28/2016  
Minutes Approved