

Briggs District Library
108 E. Railroad Street
St. Johns, MI 48879
Minutes – September 1, 2016

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

Board Absent: Elizabeth Ayoub

Staff Present: Director, Sara Morrison

The special meeting of the Briggs District Library, held and posted in compliance with the Open Meetings Act was called to order at 6:02 p.m. by Board Chairperson, J. Ruestman.

R. Aaron moved to approve the agenda as presented. Seconded by E. Hufnagel. All in favor, motion carries. J. Ruestman opened discussion by requesting to add a discussion about policies and the email system. B. Jesse seconded. All in favor, motion carries.

Budget Hearing

B. Jesse moved to open the public hearing. Seconded by R. Aaron. All in favor, motion carries.

With No public present, B. Jesse moved to close the public hearing. Seconded by R. Aaron. All in favor, motion carries.

R. Aaron moved to approve Resolution 2016-009 (Budget Adoption, Levy Authorization & L-4029 form) which authorized the secretary and chair to sign the L-4029 form. Seconded by E. Hufnagel. Roll Call voting was conducted. Those in favor were B. Jesse, J. Denovich, R. Aaron, E. Hufnagel, J. Ruestman, and V. Thelen. No opposition. E. Ayoub did not vote due to absenteeism. B. Jesse opened discussion by requesting clarification on where certain budget items were placed in the revenues portion of the budget adoption.

E. Hufnagel moved to approve Resolution 2016-010 (Amendment to Section III C of the District Library Agreement). Seconded by R. Aaron. Roll Call voting was conducted. Those in favor were B. Jesse, J. Denovich, R. Aaron, E. Hufnagel, J. Ruestman, and V. Thelen. No opposition. E. Ayoub did not vote due to absenteeism. The Amendment will go on the School Board agenda on September 12, which J. Ruestman will attend. Library of Michigan gave a preliminary okay of the amendment, but there will need to be an official approval by the Library of Michigan. It may be best to have the city commission approve it prior to the school board. The next city commission meeting is also on September 12.

Other

The personnel policy will need to be ready by January and we do have the ability to move individuals off minimum wage, hire extra employees, and account for medical and retirement. Library staff will go through the current city personnel policy and determine priority. J. Ruestman, E. Hufnagel, and V. Thelen will work as a personnel committee.

The current email system, Network Solutions, can copy to gmail, but will not copy over to yahoo or Juno. J. Denovich will work with S. Morrison to look into a free gmail account. J. Denovich informed the board that from a security system, the board will need to have a passcode on their phone.

B. Jesse moved to adjourn the meeting at 6:45. Seconded by J. Denovich.

Next Regular Meeting: September 22, 2016 at 6:00 p.m.

Respectfully submitted by Veronica Thelen, District Library Board secretary.

Veronica Thelen, District Library Board Secretary

Minutes Approved