Briggs District Library
108 East Railroad Street
St. Johns, Michigan 48879
October 30, 2018 at 6:00pm

Call to Order
- Meeting was called to order by Chairman Jesse at 6:02pm
- Members present: Bob Jesse, Jason Denovich, Jean Reustman, Rob Andretz, Elizabeth Ayoub, Leslie Salemi
- Members absent: Chris Zehr
- Staff Present: Sara Morrison, Brett Harger

Approval of Agenda
- Salemi moved to approve as presented; supported by Denovich; motion carried

Limited Public Comment: Please limit your comments to three (3) minutes in duration.
- Salemi commented on role of director and board in proposed by-laws
- Reustman voiced concerns about duties shifting from the Director to the Board
- Jesse discussed board governance models

Review of Suggested Changes to By-laws
- Article 1, Section 2. Bylaws: Review
  - Accepted
- Article 2, Section 1. Board Members
  - Reinserted language from Anne Seurynck of Foster Swift Collins PC Attorneys indicating Board terms begin January 1, and members must take oath of office
  - Accepted as amended
- Article 4, Section 1. Attendance
  - Changed references of "electronic or telephone" to "video or telephonic conferencing"
  - Defined "presence" to include statement requiring Members to be at the meeting within 15 minutes of Call to Order
  - Accepted as amended
- Article 4, Section 2. Preparation & Section 3. Ethics
  - Section 2 not accepted
    - Unnecessary
  - Section 3 accepted
- Article 4, Section 4. Removal
  - Accepted
- Article 7, Section 5. Order of Agenda
  - Changed title to "Agenda"
  - Accepted as amended
- Article 5, Section 2. Terms
  - Changed language to specify Chair is limited to two consecutive terms in office
  - Accepted as amended
- Article 6, Section 1. Chair

- o Added language clarifying that Chair assists in creation of agenda with input from Board and Director
  - o Accepted as amended
- Article 6, Section 3. Secretary
  - o Removed
    - Replaced with language from Seurynck
    - Accepted as amended
- Article 6, Section 4. Treasurer
  - o Removed
    - Replaced with language from Seurynck
    - Accepted as amended
- Article 6, Section 5. Historian
  - o Removed
    - Many of the listed duties fall under Director's responsibilities
- Article 7, Section 1. Regular Meetings
  - o Changed language to set minimum of 6 regular meetings of the Board per calendar year
- Article 7, Section 2. Annual Meeting
  - o Removed
    - Replace with language from Seurynck
    - Add to Seurynck draft language to specify Annual Meeting date to be in January of each year
- Article 7, Section 4. Agenda
  - o Removed
  - o Renumbered remaining Sections
- Article 7, Section 6. Parliamentary Procedure
  - o Add phrase "current edition"
  - o Accepted as amended
- Article 7, Section 7. Quorum
  - o Eliminated language specifying number of Members who must be physically present at a meeting
  - o Accepted as amended
- Article 8, Section 2. Committees
  - o Added language on Ad Hoc Committees
  - o Budget and Finance Committee
    - Changed language to reflect earlier changes regarding creation of budget
  - o Facilities Committee
    - Added using language from Seurynck
  - o Executive Committee
    - Added language stating Committee makes recommendation to full Board in regards to evaluation of Director
  - o Policy Committee
    - Removed from Standing Committees
  - o Accepted as amended
- Section 9, Section 1. Appointment
  - o Accepted
- Section 9, Section 2. Duties

- o Changed language regarding creation of budget to be consistent with previous changes
- o Removed language specifying when proposed budget is to be presented to Board
- o Accepted as amended

Possible Discussion of Administrative Changes
- Discussion postponed until next meeting

Adjournment:
- Salemi moved to adjourn; supported by Reustman
- Meeting adjourned at 8:20pm

Next Regular Meeting: December 13, 2018

Respectfully submitted,

The Briggs District 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.