



108 East Railroad Street  
St. Johns, Michigan 48879  
Agenda for Regular Meeting  
June 9, 2022 at 6:00pm

- I. Call to Order
  - A. Meeting called to order at 6:04pm
  - B. Members present: Terrilynn Voisin, Chair; Jason Denovich, Vice Chair; Jean Ruestman, Treasurer; Renae Larsen, Secretary; Sharon Bassette, Trustee; Kimberly Skorna, Trustee; Eric Verlinde, Trustee
  - C. Staff present: Sara Morrison, Director; Brett Harger, Assistant Director; Erin Faivor, Programming Librarian; Elizabeth Janetzke, Outreach & Community Engagement Librarian
- II. Approval of Agenda
  - A. Denovich moved to approve as presented; supported by Verlinde; motion carried unanimously
- III. Approval of Minutes of May 12, 2022 Regular Meeting
  - A. Denovich moved to approve as presented; supported by Larsen; motion carried unanimously
- IV. Limited Public Comment (Please limit your comments to three (3) minutes in duration)
  - A. Caroline Smith commented on library program collaborations
  - B. Tyler Barlage commented on library program collaborations
  - C. Amber Haubert commented on library program collaborations
  - D. Janetzke commented on library program collaborations
  - E. Faivor commented on library program collaborations
  - F. Harger commented on library program collaborations
- V. Reports
  - A. Facility Committee Report
    1. Morrison noted the staff parking lot has been inspected, but no firm start date on work
    2. Morrison and Harger are meeting with the library's new janitorial company next week, with work starting within 2 weeks
  - B. Executive Committee Report
    1. No report presented
  - C. Fundraising Committee Report
    1. Voisin noted the Committee met this week
      - a. Plans for a possible silent auction in the fall were discussed
  - D. Treasurer's Report
    1. Revenue/Expenditure report
      - a. Morrison noted that State Aid and penal fines are due yet this summer, and will account for negative balances currently shown
        - i. Denovich moved to accept the report and place on file; supported by Verlinde; motion carried unanimously
    2. Approve Bills Paid

- a. Motion by Verlinde, seconded by Larsen, to approve bills written on checks 3403 through 3432, debits, and direct deposits, through June 9, 2022 inclusive, totaling \$33,526.57; motion carried unanimously

## VI. Unfinished Business

### A. Building Renovation

1. Morrison has applied for three grants so far
  - a. Received a negative response from Consumer's Energy
    - i. Morrison will follow-up and look at other grant opportunities from Consumer's
  - b. Responses from the other 2 should arrive by mid-July

### B. Loans/Municipal Bonds

1. Denovich and Morrison gathered information about municipal bond rates
  - a. Morrison noted the rates/terms presented were not workable within the library's budget
    - i. Morrison will look into whether bond rates can be used as a prerequisite for USDA loans

### C. Fundraising

1. Committee suggested holding off on fundraising efforts until the library receives word about the grants applications that have been submitted
  - a. At that point the library will have a better idea of how much money needs to be raised

### D. Other

1. No other unfinished business discussed

Ruestman arrived at 6:25pm

## VII. New Business

### A. MERS

1. The library is being set up as its own municipality
  - a. Denovich moved to approve Resolution 2022-003: Resolution Adopting The Municipal Employees' Retirement System Defined Benefit Plan; supported by Verlinde; motion passed by roll call as follows:
    - i. AYES: Voisin, Bassette, Larsen, Ruestman, Denovich, Verlinde, Skorna
    - ii. NAYS: None
  - b. Denovich moved to approve Resolution 2022-004: Resolution Establishing Authorized Signatories for MERS Contracts and Service Credit Purchase Approvals; supported by Verlinde; motion approved by roll call as follows:
    - i. AYES: Voisin, Bassette, Larsen, Ruestman, Denovich, Verlinde, Skorna
    - ii. NAYS: None
  - c. Verlinde moved to authorized Larsen to sign all necessary separation documents; supported by Denovich; motion carried unanimously

### B. Donation to Archives

1. Staff is cleaning the warehouse in preparation for renovations
2. A representative of the Clinton County Archives notified staff that the organization is interested in materials the library may discard
  - a. Ruestman moved to allow the Clinton County Archives to take possession of the duplicate materials from the warehouse and the newspaper archives currently housed in the library; supported by Bassette; motion carried unanimously

C. Library Program Collaborations

1. Denovich submitted a letter to the Board outlining his concerns with the library's collaboration with the SJ Call-In Coalition
2. Members and library staff discussed the library's participation with the SJ Call-in Coalition
  - a. Concerns were raised about topics being discussed and books being read
    - i. Board and staff agreed to list the topic of program and book titles being read in publicity prior to program

Bassette left the Meeting at 7:41pm

D. Other

1. No other new business discussed

VIII. Director's Report

- A. Morrison reported one of the air conditioners was fixed
- B. Staff installed a Little Free Library in front of the library by the bench and bay window
- C. Jon Morrison trimmed a diseased tree in the Japanese Garden
  1. The tree will be taken down completely after it dries out
- D. Denovich thanked Morrison for the list of outreach programs, and thanked staff for their work in that area

IX. Trustee Comments

- A. No additional Trustee comments

X. Adjournment

- A. Verlinde moved to adjourn
  1. Meeting adjourned at 8:03pm

Next Regular Meeting: Thursday August 11, 2022

*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.*