



108 East Railroad Street
St. Johns, Michigan 48879
Minutes for Regular Meeting
March 9, 2023 at 6:00pm

- I. Call to Order
 - A. Skorna called the meeting to order at 6:03pm
 - B. Trustees present: Kimberly Skorna, Chair; Rebecca Daman, Vice Chair; Jean Ruestman, Treasurer; Renae Larsen, Secretary; Brad Jorae
 - C. Staff present: Sara Morrison, Director; Brett Harger, Assistant Director

- II. Consent Agenda
 - A. Approval of Minutes of the February 9, 2023 Regular Meeting
 - B. Approval of Revenue/Expenditure Report
 - C. Approval of Bills Paid in the Amount of \$32,731.07
 - D. Larsen noted the Minutes incorrectly identified the township where Kim Keys-Kellogg resides
 - E. Ruestman moved to approve the Consent Agenda with the Minutes as amended; supported by Daman; motion carried unanimously

- III. Approval of Agenda
 - A. Ruestman moved to approve the agenda as written; supported by Daman; motion carried unanimously

- IV. Limited Public Comment (Please limit your comments to three (3) minutes in duration)
 - A. Kim Keys-Kellogg introduced herself to the Board

- V. Reports
 - A. Facility Committee
 1. Committee met last week
 2. Morrison and Committee members will meet with representatives from Morton Outdoor Contracting to discuss library maintenance work that needs to be done
 - B. Executive Committee
 1. Committee met recently and are making process on the director's evaluation
 - C. Fundraising Committee
 1. Committee met recently
 - a. Daman will see demo of online auction software next week
 - i. The demo can be recorded and shared with the rest of the Board
 - ii. Software costs \$2000+ but can be used for multiple events over a 12-month period
 2. Morrison noted 2 new grant opportunities opening soon
 3. Ruestman and Morrison have been in contact the offices of Rep. Slotkin and Sens. Peters and Stabenow in regards to congressional funds for library improvement projects

- VI. Unfinished Business
 - A. Building Renovation: Update on Costs
 1. Morrison presented an update on the project costs and money raised

- B. Strategic Planning
 - 1. Discussion Documents
 - 2. Board & Staff Survey Results
 - 3. Public Survey Results to Date
 - a. Morrison presented documents to Board
- C. Other
 - 1. No other unfinished business discussed

VII. New Business

- A. Copy of Annual Report
 - 1. Morrison presented report to Board
- B. Other
 - 1. No other new business discussed

VIII. Director's Report

- A. Morrison noted that the retirement accounts for full-time staff are being transferred to MERS
 - 1. Representatives from MERS were at the library to discuss the plan with staff
- B. Skorna noted that attendance statistics continue to rise

IX. Trustee Comments

- A. No additional comments from Trustees

X. Adjournment

- A. Reustman moved to adjourn; supported by Daman
 - 1. Meeting adjourned at 7:16pm

Next Regular Meeting: Thursday, April 13 2023

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.