



108 East Railroad Street
St. Johns, Michigan 48879
Minutes for Regular Meeting
March 14, 2024 at 6:00pm

- I. Call to Order
 - A. Skorna called the meeting to order at 6:08pm
 - B. Members present: Kim Skorna, Chair; Rebecca Daman, Vice Chair; Kendel Darragh, Treasurer; Renae Larsen, Secretary; Brad Jorae, Trustee; Kim Kellogg, Trustee; Shannon Silvernail, Trustee
 - C. Others present: Sara Morrison, Director; Brett Harger, Assistant Director

- II. Consent Agenda
 - A. Approval of Minutes of the February 8, 2024 Regular Meeting
 - B. Approval of Minutes of the February 26, 2024 Special Meeting
 - C. Approval of Revenue/Expenditure Report
 - D. Approval of Bills Paid in the Amount of \$51,386.33
 - E. Daman moved to approve as presented; supported by Larsen; motion carried unanimously

- III. Approval of Agenda
 - A. Jorae moved to approve the agenda as presented; supported by Kellogg; motion carried unanimously

- IV. Limited Public Comment (Please limit your comments to three (3) minutes in duration)
 - A. No public comment

- V. Reports
 - A. Friends of Briggs District Library
 1. Kellogg reported the group will have the agreement between the Friends and the Library Board signed for the April meeting
 2. The group has started a logo design contest that will run until the end of April
 - B. Facility Committee
 1. No report given
 - C. Executive Committee
 1. No report given
 - D. Fundraising Committee
 1. Use the online auction platform for a limited number of Mother's Day-related gift packages
 - a. April 24-May 1
 2. Members were asked to help collect donations
 3. Darragh asked about advertising for the auction

- a. Committee has plans for flyers, web, and social media advertising
- b. Tease the event April 10; start full advertising April 17

VI. Unfinished Business

- A. Technology Services RFP Results
 - 1. Morrison presented the RFPs
 - 2. Jorae moved to accept the RFP from Potterville; supported by Daman; motion carried unanimously
- B. Security Camera Quotes
 - 1. Quotes presented by Morrison
 - 2. Members discussed benefits of 4 or 5 cameras
 - 3. Jorae moved to accept quote from Potterville for 5 cameras; supported by Daman; motion carried unanimously
- C. Renovation Project
 - 1. Construction Manager Contract
 - a. Members discussed contract
 - 1) Jorae moved to send the contract to the library attorney for review before Board action; supported by Darragh; motion carried unanimously
 - 2. Timeline and Finances
 - a. Morrison updated the Board on available funds
 - 3. Moving and Storage
 - a. Morrison and Harger have been looking into local storage options to use during the renovation
 - 1) Jorae moved to approve up to \$5,000 for storage units; supported by Larsen; motion carried unanimously
- D. Other
 - 1. No other Unfinished Business discussed

VII. New Business

- A. Other
 - 1. No New Business discussed

VIII. Director's Report

- A. Morrison is continuing township visits
- B. The elementary art reception will be on Wednesday, March 20
- C. Morrison noted the return of used book sales and that staff will be attempting to sell other items no longer needed – decorations, toys, etc.

IX. Trustee Comments

- A. Jorae noted the school bond proposal that will be up for vote on Tuesday, May 7
- B. Darragh recommended Library of Michigan Trustee Trainings, and noted upcoming trainings on library millages

X. Adjournment

- A. Kellogg moved to adjourn; supported by Daman
 - 1. Meeting adjourned at 7:54pm

Next Regular Meeting: Thursday, April 11, 2024

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.