



108 East Railroad Street
St. Johns, Michigan 48879
Minutes for Regular Meeting
May 9, 2024 at 6:00pm

- I. Call to Order
 - A. Skorna called the meeting to order at 6:01pm
 - B. Members present: Kim Skorna, Chair; Rebecca Daman, Vice Chair; Kendel Darragh, Treasurer; Renae Larsen, Secretary; Kim Kellogg; Shannon Silvernail
 - C. Members absent: Brad Jorae
 - D. Others present: Sara Morrison, Director; Brett Harger, Assistant Director
- II. Consent Agenda
 - A. Approval of Minutes of the April 11, 2024 Regular Meeting
 - B. Approval of Revenue/Expenditure Report
 - C. Approval of Bills Paid in the Amount of \$38,812.19
 - D. Darragh moved to approve the Consent Agenda; supported by Daman; motion carried unanimously
- III. Approval of Agenda
 - A. Kellogg moved to approve the agenda as presented; supported by Larsen; motion carried unanimously
- IV. 2024-2025 Budget Hearing
 - A. Darragh moved to open the Hearing; supported by Daman; motion carried unanimously
 1. Morrison noted a change from the draft version the Board reviewed in April in the revenue line From Reserves and the expenditure line Building Improvements/Renovations, that reflect the additions to the project due to the library receiving federal funding
 - B. Kellogg moved to close the Hearing; supported by Darragh; motion carried unanimously
- V. Limited Public Comment (Please limit your comments to three (3) minutes in duration)
 - A. No public comment
- VI. Reports
 - A. Friends of Briggs District Library
 1. Kellogg noted she and Harger attended the most recent Friends meeting
 2. Logo contest winners have been notified
 3. Group is holding an open house/meet & greet session at the library Tuesday, May 28 at 6:30pm

- B. Facility Committee
 - 1. No report given
- C. Executive Committee
 - 1. Committee finalized director's evaluation and met with Morrison
- D. Fundraising Committee
 - 1. No report given

VII. Unfinished Business

- A. Renovation Project
 - 1. Morrison met with representatives from the Rural Development Office to discuss the application process to receive the Congressionally Directed Funds the library received
 - a. Most application materials have been submitted
- B. Other
 - 1. No other Unfinished Business discussed

VIII. New Business

- A. 2024-2025 Budget Resolution
 - 1. Daman moved to approve Resolution 2024-002: Resolution to Adopt 2024-2025 Amended Budget and Certify 2024 Tax Levy; supported by Darragh; motion approved by roll call as follows:
 - a. AYES: Skorna; Silvernail; Larsen; Kellogg; Darragh; Daman
 - b. NAYS: None
- B. Fee/Fine Policy Updates
 - 1. Morrison presented the updated policy with a change to the cost on an annual Membership Fee to non-resident library patrons
 - a. Larsen moved to approve the updated policy; supported by Silvernail; motion carried unanimously
- C. Director Evaluation
 - 1. Darragh moved that the Board meet in closed session to discuss the Library Director's evaluation; supported by Larsen; motion carried unanimously
 - a. Board moved to closed session at 7:00pm
 - b. Board returned from closed session at 7:50pm
 - 2. Kellogg moved to accept the director's evaluation; supported by Larsen; motion carried unanimously
- D. Other
 - 1. No other new business discussed

IX. Director's Report

- A. Skorna thanked Morrison for providing the statistics, and appreciates their continued improvement
- B. Morrison noted that Hoopla use continues to increase and the library may need to reallocate funds if the trend continues

X. Trustee Comments

- A. Darragh will be attending the Victor and Olive Township meetings, and asked staff if there were programs or other information they would like shared

XI. Adjournment

- A. Kellogg moved to adjourn; supported by Daman
 - 1. Meeting adjourned at 8:14pm

Next Regular Meeting: Thursday, June 13, 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.

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