



108 East Railroad Street
St. Johns, Michigan 48879
Minutes for Regular Meeting
November 10, 2022 at 6:00pm

- I. Call to Order
 - A. Skorna called the Meeting to order at 6:00 pm
 - B. Members present: Kimberly Skorna, Chair; Jean Ruestman, Treasurer; Renae Larsen, Secretary; Rebecca Daman, Trustee; Brad Jorae, Trustee
 - C. Members absent: Sharon Bassette; Eric Verlinde
 - D. Staff present: Sara Morrison, Director; Brett Harger, Assistant Director

- II. Introductions
 - A. Board Members made introductions and formally welcomed Daman

- III. Consent Agenda
 - A. Approval of Minutes of the October 13, 2022 Regular Meeting
 - B. Approval of Revenue/Expenditure Report
 - C. Approval of Bills Paid in the Amount of \$44,144.65
 - D. 2023 Closure Schedule
 - E. No discussion on the Consent Agenda
 1. Daman moved to approve the consent agenda as presented; supported by Jorae; motion carried unanimously

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

- V. Limited Public Comment (Please limit your comments to three (3) minutes in duration)
 - A. Skorna passed along a suggestion for a euchre fundraiser for the renovation project

- VI. Reports
 - A. Facility Committee
 1. Larsen has begun work on a Facility Assessment List
 - B. Executive Committee
 1. No report presented
 - C. Fundraising Committee
 1. No report presented

- VII. Unfinished Business
 - A. Building Renovation
 1. Fundraiser: Bake Sale Dec 3
 - a. Sale from 10:00-3:00
 - b. Holiday Program from 12:00-3:00
 - B. Policy Review/Updates

1. Board Ethics
 - a. Morrison presented policy for Board notes
 - i. Members will sign policy at January Meeting
- C. Strategic Planning
 1. Morrison presented info from MLA conference to Board and suggested adjusting focus of strategic plan work
 - a. Members will review documents for next Meeting
- D. Other
 1. No other unfinished business discussed

New Business

- A. Future Board Training
 1. Morrison offered to arrange annual Board training for the February or March 2023 Meeting
 - a. Members agreed training/review of certain topics would be beneficial
- B. Other
 1. No other new business discussed

II. Director's Report

- A. Legal Self-Help Center
 1. Stakeholder meeting was held
 2. Morrison and Outreach librarian Liz Janetzke met with rep from Michigan Legal Help
 3. Staff training will happen soon, with goal of opening center by April 2023
- B. MERS
 1. Morrison has been in discussion with MERS to see how their retirement plan rates/fees compare to those of the library's current company
- C. Morrison, Janetzke, and Programming Librarian Erin Faivor attended Talking is Teaching training
 1. Program to alert parents to the benefits of verbal communication in increasing their child's early brain and vocabulary development

III. Trustee Comments

- A. No additional comments

IV. Adjournment

- A. Jorae moved to adjourn
 1. Meeting adjourned at 7:15pm

Next Regular Meeting: Thursday, January 12, 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.