

Schultz-Holmes District Library Provisional Board

Meeting Minutes

August 13, 2024

A meeting of the Schultz-Holmes District Library Provisional Board was held on Tuesday, August 13, 2024. The meeting was called to order by Vice President Oliver Brown at 7:01 pm.

Trustees present: Oliver Brown, Ciara McGrane, Christine Burtle, Blair Briggs

Trustees absent: Greg Brown, Shelly Devantier, Karen Waggoner

Also present: Bob Barringer

Vice President Oliver called for a motion to approve the agenda for the August meeting. Trustee Christine Burtle made a motion to approve the August meeting agenda. Trustee Ciara McGrane seconded and the motion carried unanimously.

During public comment, Jackie Bates provided an update from the August 12, 2024 Village of Blissfield Council meeting indicating that they were pleased with the result of the millage proposal election.

Vice President Oliver Brown called for a motion to approve the minutes of the July meeting. Trustee Christine Burtle made a motion to approve the revised minutes of the July meeting. Trustee Blair Briggs seconded and the motion carried unanimously.

Director Barringer gave the Corresponding Secretary's Report in Trustee Shelly Devantier's absent. Director Bob Barringer indicated that the Library had a new Art at Your Feet sponsor.

Director Bob Barringer walked through the financial report. The Library is currently under budget with respect to projected expenses compared to actual expenses. This is due to frugality on the part of the Library, as well as an influx of donations and grants.

Director Bob Barringer discussed a conversation with the Library's attorney regarding the budget process the Library must now follow. That process includes a public budget hearing, during which the Board hears from the public but does not take any action. The public budget hearing must be noticed in the newspaper at least 6 days before the hearing. Following the public budget hearing, at a separate meeting, the Board will vote on the budget. The attorney is also going to draft the resolution to levy the millage that will need to be voted on by the Board.

Trustee Ciara McGrane made a motion to schedule a budget workshop for the Board on September 3, 2024 at 7:00pm; and the public budget hearing on September 10, 2024 at 6:30pm (to be immediately followed by the regularly scheduled Board meeting). Trustee Christine Burtle seconded and the motion carried unanimously.

Director Bob Barringer discussed the cost for the Library's two full-time employees health, vision, and dental insurance when the employees are transitioned over from being Village employees to being District Library employees. Director Bob Barringer indicated that the open enrollment

window was closing and requested the Board take action to vote on providing a stipend to reimburse for out of pocket insurance expenses related to adding the full-time employees to their spouses' insurance plan, as it was more cost-effective than the Library providing insurance at this time.

Trustee Ciara McGrane made a motion to approve the stipend of \$15,000 per full-time employee per year for reimbursement of health, vision, and dental insurance expenditures. Vice President Oliver Brown seconded and the motion carried unanimously.

Director Bob Barringer discussed the timeline for transferring bank accounts and related matters now that the millage has passed. He expressed the desire to have things settled sooner rather than later, and indicated that he would reach out for support and assistance as necessary. He further indicated that he had a meeting scheduled with Administrator Danielle Gross and Treasurer Brandon Hudson to discuss the transition.

Director Bob Barringer and Trustee Christine Burtle discussed the need for volunteers for this year's Art at Your Feet program, and indicated that anyone able to help should reach out to the Library.

Director Bob Barringer updated that he would be appearing on 517 Rocks! Saturday Conversation with Jerry Hayes. Trustee Ciara McGrane updated that she had provided an interview to the Blissfield Advance.

Director Bob Barringer updated that the Library's circulation numbers are continuing to increase, that the Library's program attendance has been record-shattering, and that the Library is seeing a significant increase in new patrons.

Director Bob Barringer discussed the roof project, which had been largely completed but had an unclear final completion date. He discussed a number of leaks which had occurred, damaging ceiling tiles. He met with the roofers who accepted responsibility for the tiles, and counted approximately 36 tiles that needed to be replaced. Trustee Ciara McGrane indicated that she would reach out to Administrator Danielle Gross to request the ceiling tiles be replaced as part of the roof project. Director Bob Barringer indicated that he would schedule an inspection of the roof with Shoemaker, DPW, President Greg Brown, and other parties he deems appropriate following completion of the project.

There was no update from the Friends as they have been focused on Yes Committee work.

The Yes Committee has been formally disbanded, though they will need to file final paperwork with the County Clerk.

There was no update from the Communication Committee.

There was no separate update from the Building and Grounds Committee as those issues were discussed throughout the meeting.

Vice President Oliver Brown updated that he would be applying for an ALA accessibility grant on behalf of the Library to fund making the vestibule ADA accessible.

Trustee Ciara McGrane discussed ideas for a “Thank You” statement on behalf of the Board to the community for their support in passing the millage, and Director Bob Barringer agreed to post a picture of the temporary “Thank You” sidewalk painting on the Library’s social media. Jackie Bates suggested that the Library purchase a vinyl banner for the same purpose, which could be reused. Director Bob Barringer indicated that he would inquire about pricing.

Trustee Ciara McGrane reminded the Board to utilize Board emails only for official business. She discussed difficulty in identifying which Trustee utilizes which account, and indicated she would look into ways to make that easier.

Trustee Ciara McGrane proposed ideas for a Celebration to express appreciation to the community for supporting the millage request. The Board informally agreed that a Dessert Party and Renaming Ceremony would be appropriate. The Dessert Party and Renaming Ceremony was scheduled for September 24, 2024 at 6:00pm. Board members are requested to provide desserts. Trustee Ciara McGrane indicated that she would work with Library staff to plan the event.

Vice President Oliver Brown made a motion to adjourn the meeting. Trustee Ciara McGrane seconded the motion and the motion carried unanimously. Meeting adjourned at 8:36pm.