



Board of Trustees

Kenneth A. Bearden
Carolyn A. Harris
Maria L. Lanstra
Paula E. Neuman
Janice C. Wilson

Library Director

Laura Gramlich

The regular meeting of the Board of Trustees of the Bacon Memorial District Library was held at the Library on **Monday, May 8, 2023 @ 3:30 p.m.**

PRESENT: Members: Kenneth Bearden
Carolyn Harris
Maria Lanstra
Paula Neuman
Janice Wilson
Library Director: Laura Gramlich
Administrative Assistant: Joann Hedger

- I. The regular meeting was called to order at 3:30 pm by President Lanstra
- II. **MINUTES** Motion to approve the minutes from the April 10, 2023 regular board meeting and the April 25, 2023 special board meeting moved by Carolyn Harris, seconded by Janice Wilson.
Without exception, roll attached
- III. **HEARING OF THE PUBLIC** Lynne Bustin and Kelly Ray attended the Board meeting to advocate for themselves and to begin a conversation about their current compensation structure. They feel the step system they [degreed librarians] are strictly held to, has resulted in wage stagnation for them. They presented documentation to the Board; and stated they feel they need to advocate for themselves as they do not have union representation to negotiate for them.
Sarah Pettigrew also attended the meeting, stating she lends full support for increasing salaries for Lynne and Kelly and supports the library staff as she and her children make use of the library regularly and love the library.
- IV. **REPORTS**
Carolyn Harris made a motion to accept the Director's & Staff Reports, Janice Wilson seconded. Without exception, roll attached
- V. **UNFINISHED BUSINESS**

- A. Front Porch Repair & Staff Entrance** Laura passed out the punch list that she received from Brian Mooney at Integrity of the handful of items still left to be completed.
- B. Renovation of the Main Library** Laura, Paula Neuman and Maria Lanstra met with another designer last week, and will be meeting with a third designer next week.
- C. Grace Powell Donation** John Samyn removed two bushes that were not native to the area, and would like to replace them with native service berry bushes. He would like to request \$500.00 to \$600.00 from this donation to pay for them. **Carolyn Harris made a motion to approve this request, Janice Wilson seconded. AYES: Bearden, Harris, Lanstra, Neuman, Wilson NAYS: none**
Motion passed
- D. Replacing Board Member** Laura passed out page 16 of the Michigan Public Library Trustee Manual. After some discussion, it was decided that Laura should put the application for the upcoming board member vacancy on our website from May 15th -26th.
- E. Budget FY 2023-24**
- F. Local History Librarian Position** Laura and Jakki Malnar interviewed 3 people, and have decided to offer the position to Jackie Kulick, a former substitute librarian here.

VI. NEW BUSINESS

- A. Budget Hearing – June 12, 2023 at 3 p.m.**
- B. National Volunteer Week** Laura thanked the Board for volunteering their time over the past year.
- C. Lawn Maintenance Quote**
Carolyn Harris made a motion to approve the quote from MQC for lawn maintenance services for 2023. Janice Wilson seconded. AYES: Bearden, Harris, Lanstra, Neuman, Wilson NAYS: none
Motion passed
- D. CD Coming Due** There is a CD from Huntington Bank coming due soon on May 29th that needs to be addressed. Laura was directed to reinvest the \$100,000.00 CD for 6 months or 9 months, whichever has greater return. **Carolyn Harris made a motion to reinvest the CD coming due May 29, 2023 in the amount of \$100,000.00, Janice Wilson seconded. AYES: Bearden, Harris, Lanstra, Neuman, Wilson NAYS: none**
Motion passed
- E. Internal Gutter System**
- F. Plaster Repair/Basement Windows**
- G. Board Bylaws** The Board asked Laura to modify the Board Bylaws: any employment offer for librarians, full time or part time or any other full time employee must come before the Board, excluding substitutes. **Carolyn Harris made a motion to modify the Board Bylaws, Janice Wilson seconded.**
Without exception, roll attached

VII. BOARD MEMBER CONCERNS

None

VIII. FINANCIAL REPORTS

Carolyn Harris made a motion to approve expenditures of \$63,327.95 representing pay roll, checks written and bank debits from April 6-May 3, 2023. Janice Wilson seconded

**AYES: Bearden, Harris, Lanstra, Neuman, Wilson NAYS: no
Motion passed**

IX. COMMUNICATIONS

None

X. ADJOURNMENT

Carolyn Harris made a motion to adjourn the regular meeting; Janice Wilson seconded it. Meeting adjourned at 4:56 p.m.

The next meeting will take place on Monday, June 12, 2023 at 3:00 p.m.

Joann Hedger,
For Kenneth Bearden, Secretary
May 8, 2023