

IOSCO-ARENAC DISTRICT LIBRARY
MINUTES OF THE BOARD OF TRUSTEES REGULAR MEETING

Place: Whittemore Library

Date: August 10, 2023

Present: Jerry Brown, Thelma Van Brenk, Phyllis Klender, Rick Rockwell, Susan Synowiec, Dan Stock, Jenn Donner and Diane Bushman

Absent: Sue Kingsbury and Linda Eyer

ITEM 1. CALL TO ORDER

Chairperson Rockwell called the meeting to order at 4:30 p.m.

ITEM 2. APPROVAL OF THE AGENDA.

Klender moved and Brown seconded approval of the agenda. Motion carried.

ITEM 3. PUBLIC PARTICIPATION AND REPORTS FROM FRIENDS OF THE LIBRARY GROUPS

Whittemore Librarian Pam Blust was present. Synowiec said that the Friends of the Whittemore Library are participating in Heritage Days. This event features activities for kids, car crafts and games with LEGO sets for prizes. Stock said that he was unable to attend the Friends of the Robert J. Parks Library meeting. Klender reported that the Friends of the Mary Johnston Memorial Library talked about the two upcoming programs.

ITEM 4. BOARD COMMENTS

None

ITEM 5. APPROVAL OF THE MINUTES OF THE JULY 13, 2023 REGULAR MEETING
APPROVAL OF THE MINUTES OF THE AUGUST 1, 2023 SPECIAL MEETING

Van Brenk moved and Stock seconded approval of the minutes of the July 13, 2023 Regular Meeting. Motion carried.

Synowiec moved and Klender seconded approval of the minutes of the August 1, 2023 Special Meeting. Motion carried.

ITEM 6. TREASURER'S REPORT

Brown moved and Synowiec seconded approval of the July 31, 2023 Treasurer's Report. A roll call vote was taken as follows: Brown, aye; Eyer, absent; Rockwell, aye; Synowiec, aye; Stock, aye; Kingsbury, absent; Van Brenk, aye; Klender, aye. Motion carried.

ITEM 7. RATIFICATION OF BILLS

Stock moved and Klender seconded approval of voucher #23-21 dated July 20, 2023 in the amount of \$16,658.47, voucher #23-22 dated August 3, 2023 in the amount of \$24,915.19 and voucher #23-23 dated August 17, 2023 in the amount of \$10,195.94. A roll call vote was taken as follows: Brown, aye; Eyer, absent; Rockwell, aye; Synowiec, aye; Stock, aye; Kingsbury, absent; Van Brenk, aye; Klender, aye. Motion carried.

ITEM 8. DIRECTOR'S REPORT

Director Donner reported that she talked to our TelNet representative about getting phone and fax service at the Standish library. When this is completed, the contract with AT&T will be terminated.

Donner hopes to get a 2- or 3-year contract with TelNet. The current contract with AT&T renews annually with very large rate increases that have to be renegotiated. Donner presented a Certificate of Appreciation that the District received from Hale Area Schools for the large donation of books they receive during the year.

ITEM 9. OLD BUSINESS

9A. HORIZON, MERIT, USF AND MELCAT UPDATES

Director Donner said that after talking to staff and the budget committee, she is recommending the creation of a procedure to remove any lost fines and fees that are over three years old. This would not include lost fines and/or fees owed to outside libraries or the cost of lost and/or damaged items. She would also like to see the Lost Processing fee automatically removed if a lost item is returned. She said that at this point we are paying more to maintain the Horizon records for these patrons than we would get if the fine were paid. Chairperson Rockwell directed this issue to the Budget Committee.

9B. HEADQUARTERS LEASE RENEWAL UPDATE

Director Donner said that the East Tawas City Council voted to extend our lease at the current rate for six months. There have been no other updates from the City.

9C. MANAGEMENT OF THE EAST TAWAS LIBRARY

Donner requested a Board motion to reaffirm the consensus at the July 13, 2023 meeting to decline the request from the East Tawas City Manager that the District take over management of the East Tawas Library.

Stock moved and Brown seconded to decline the request from the East Tawas City Manager that the District take over management of the East Tawas. A roll call vote was taken as follows: Brown, aye; Eyer, absent; Rockwell, aye; Synowiec, aye; Stock, aye; Kingsbury, absent; Van Brenk, aye; Klender, aye. Motion carried.

9D. DIRECTOR RESIGNATION

Klender moved and Synowiec seconded to accept, with regret, the resignation of District Director Donner as of August 31, 2023. Motion carried.

9E. BUDGET COMMITTEE REPORT

Donner reported that she presented a draft budget for 2024 to the Budget Committee. They will review it and submit any questions or comments to her.

9F. PERSONNEL/POLICY COMMITTEE REPORT

Donner said that the Personnel/Policy Committee reviewed possible policy changes and/or updates and that they fixed some items. Donner will make these changes and have an updated version ready for the new director.

ITEM 10. NEW BUSINESS

10A. DIRECTOR SEARCH AD HOC COMMITTEE

Director Donner reported that there are currently two applicants. One will be interviewed in person on August 17, 2023 and a Zoom interview will be scheduled for the other applicant. A Special Board meeting was requested for August 17, 2023 where the committee would present their recommendation to the full Board.

Stock moved and Van Brenk seconded to schedule a Special Board meeting for Thursday, August 17, 2023 at 4:00 pm at District Headquarters for the purpose of voting on the new hire recommendation of the Director Search Ad hoc Committee. Motion carried.

ITEM 11. ITEMS FOR NEXT AGENDA.

No changes.

ITEM 12. ADJOURNMENT

Chairperson Rockwell adjourned the meeting at 4:55 pm.

Respectfully submitted,

Diane Bushman
Recording Secretary