

**Plymouth District Library Board
Dunning-Hough Library
223 S. Main Street
Plymouth, MI 48170
ANNUAL MEETING
Tuesday, January 18, 2022**

Online Using Zoom

1. Call to order and attendance – President Khogali called the meeting to order at 7:40 p.m.

Roll Call:

AYES: Trustees Anderson, George, Khogali, Morrison, Pappas, Sexton, Walsh 7
NAYS: 0
ABSENT: 0
MOTION PASSED

PRESENT: Trustees Anderson, George, Khogali, Morrison, Pappas, Sexton, Walsh

ABSENT: None

ALSO PRESENT: Shauna Anderson, Director; Kwamsia Seals, HR & Business Administrator, Melanie Bell, Head of IT

PUBLIC via Zoom: Mr. Vaz – Plymouth, MI
Mr. Timothy Roraback, Plymouth, MI

2. Election of Officers

Resolved by Trustee Morrison, seconded by Trustee Anderson to retain all current officer positions

Roll Call:

AYES: Trustees Anderson, George, Khogali, Morrison, Pappas, Sexton, Walsh 7
NAYS: 0
ABSENT: 0
RESOLUTION: PASSED

The Officers for 2022 are:

President – Yasir Khogail
Vice-President – Michael Pappas
Secretary – Jacqueline George
Treasurer – Jean Walsh

President Khogali proceeded to conduct the meeting

3. Approve agenda –

Resolved by Trustee Walsh; seconded by Trustee Morrison to approve the agenda.

Roll Call:

AYES: Trustees Anderson, George, Khogali, Morrison, Pappas, Sexton, Walsh 7
NAYS: 0
ABSENT: 0
RESOLUTION: PASSED

4. Approve minutes of December's regular meeting -

Resolved by Trustee Morrison; seconded by Trustee Walsh to approve the Minutes of December's regular meeting.

Roll Call:

AYES: Trustees Anderson, George, Khogali, Morrison, Pappas, Sexton, Walsh 7
NAYS: 0
ABSENT: 0
RESOLUTION: PASSED

5. Public comment –

- Mr. Timothy Roraback expressed his gratitude at the way Director Anderson handled a very difficult situation in the library on January 6, 2022. He also stated he has been in contact with the City Commission about the police's handling of the situation
- Mr. Vaz's handout, listing his comments, is available in the Library's copy of the January 2022 Board packet. Please request assistance from Administrative staff for access

6. Financial report and list of December's bills –

- December was a stable month for the financials, with ending balances coming in as projected. No major adjustments are predicted

Resolved by Trustee Anderson; seconded by Trustee Walsh to accept the financial report.

Roll Call:

AYES: Trustees Anderson, George, Khogali, Morrison, Pappas, Sexton, Walsh 7
NAYS: 0
ABSENT: 0
RESOLUTION: PASSED

Resolved by Trustee Sexton; seconded by Trustee Anderson to approve for payment check numbers 30438 through 30518 and December's payroll and retirement transfers and monthly interest notices.

Roll Call:

AYES: Trustees Anderson, George, Khogali, Morrison, Pappas, Sexton, Walsh 7
NAYS: 0
ABSENT: 0
RESOLUTION: PASSED

7. Director's Report –

- Director Anderson stated the library is in the process of wrapping up the fiscal year
- New events for 2022 will include an outdoor reading room, headed by an Eagle Scout
- The library's HVAC issues are being addressed with the aid of outside contractors
- With the decrease in COVID numbers, the library is projected to reopen its doors on Thursday, January 20, 2022

7.1 Trustee Reports – None

- Trustee Khogali stated that he has talked to the Mayor and Commissioner about the events that took place in the library on January 6, 2022 in the hopes of improving the Library's relationship with the Police Department

8. Committee Reports

8.1 Building Committee – No Meeting

8.2 Personnel Committee – January 7, 2022

- The results of the meeting will be addressed in agenda item #9.1

8.3 Goals Committee – No Meeting

8.4 Finance Committee – January 7, 2022

- The results of the meeting will be discussed in agenda item #10.4

8.5 VEBA Committee – No Meeting

9. Old Business –

9.1 Retirement Proposal

- Allowing recent hires to migrate from the MERS program to the 457 program will help address MER's current underfunding issue, while benefiting employees

Resolved by Trustee Anderson, seconded by Trustee Walsh to approve the proposal to continue to offer a 457 program through the Library's current provider, Nationwide, with a maximum 10% matching contribution for full-time staff going forward, with the ability for recent hires to migrate from the MERS program to the 457

Roll Call:

AYES: Trustees Anderson, George, Khogali, Morrison, Pappas, Sexton, Walsh 7

NAYS: 0

ABSENT: 0

RESOLUTION: PASSED

10. New Business –

10.1 2021 Annual Reports

- Director Anderson presented the annual report to the board

10.2 Committee Assignments and Check Signers

2022's Committees and Members:

Building	George, Morrison, Pappas
Director Evaluation	George, Khogali, Walsh
Finance	Khogali, Morrison, Walsh
Goals	George, Sexton, Walsh
Personnel	Anderson, Khogail, Sexton
VEBA	Anderson, Morrison, Pappas

2022's Check Signers:

Jan – April	Khogali, Pappas
May – August	Anderson, Morrison
Sep – Dec	Sexton, Walsh

10.3 Staff Advisory Representation Library Board Committees

- Director Anderson would like staff to participate at the committee meetings, since decisions made at this level affect all staff

2022's Staff Members Elected to Committees:

Building	Yong Heo, Facility Supervisor
Director Evaluation	Veronica Schendel, Reference Assistant Kaitlyn Theisen, Technical Services Clerk
Finance	Ibrahim Ghalib, Computer Support Technician Mary Kelly, Electronic Services Librarian
Personnel	Mary Kelly, Electronic Services Librarian Kathleen Kozalowski, Adult Librarian Keron Kroll, Circulation Clerk
VEBA	Alice McCardell, Adult Librarian

Resolved by Trustee Pappas, seconded by Trustee Sexton, to approve the nomination of the listed staff members to serve on an advisory-level on library board committees

Roll Call:

AYES: Trustees Anderson, George, Khogali, Morrison, Pappas, Sexton, Walsh 7

NAYS: 0

ABSENT: 0

RESOLUTION: PASSED

10.4 Maturation of Community Financial Credit Union CDs

- The Community Financial Credit Union CDs are due to mature on January 20, 2022. By re-investing in 90-day term CDs, the Library will have time to research for higher yield investments better suited to the Library's needs

Resolved by Trustee Pappas, seconded by Trustee Morrison, to approve re-investing the CFCU CDs at a 90-day term to allow us more time to plan for alternate options that would provide us higher interest rates

Roll Call:

AYES: Trustees Anderson, George, Khogali, Morrison, Pappas, Sexton, Walsh 7

NAYS: 0

ABSENT: 0

RESOLUTION: PASSED

11. Adjourn –

- Trustee Khogali welcomed all new staff members to the Plymouth District Library

Resolved by Trustee Pappas; seconded by Trustee Anderson to adjourn the meeting at 8:45 p.m.

Roll Call:

AYES: Trustees Anderson, George, Khogali, Morrison, Pappas, Sexton, Walsh 7

NAYS: 0

ABSENT: 0

RESOLUTION: PASSED

Jean Walsh, Secretary