

# PLYMOUTH DISTRICT LIBRARY BOARD

Regular Meeting, Tuesday May 16, 2023, 7:30 p.m.

Hybrid Meeting In-Person and Using Zoom

1. Call to order and attendance – President Pappas called the meeting to order at 7:30 p.m.

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

ABSENT: None

ALSO PRESENT: Shauna Anderson, Director; Melanie Bell, Assistant Director; Holly Hibner Adult Services Coordinator

PUBLIC: Mr. Vaz – Plymouth, MI

Ms. Susan Hansell – Plymouth Twp., MI

2. Approve agenda –

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

AYES: 7

NAYS: 0

PASSED

3. Approve minutes of April's regular meeting -

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

AYES: 7

NAYS: 0

PASSED

4. Public comment – None

5. Financial report and list of April's bills –

- Costs are on target, with 33% completed, for the fiscal year
- The Balance Sheet listed, in error, the year as 2022 instead of 2023. The financial data is correct, the year was a misprint

Resolved by Trustee Khogali; seconded by Trustee Morrison to accept the financial report and approve for payment check numbers 31775 through 31851 and April's payroll and retirement transfers and monthly interest notices.

AYES: 7

NAYS: 0

PASSED

6. Director's Report –

- Although circulation activity was down, it is consistent with past years' activity for the month of April
- Digital collection usage continues to increase
- The Plymouth District Library's Centennial Gala raised over \$7,000. These funds will be used to help pay for the centennial grounds improvement project
- The Mental Health Fair, with over 250 active interactions with community patrons, was a success
- The Library received a \$17,500 grant from the BOSCH Community Fund. This grant will help pay for community-wide access to LinkedIn Learning, Creativebug, and the Lerner Maker Lab

6.1 Trustee Reports - None

7. Committee Reports

7.1 VEBA Meeting – May 1, 2023

- Results of the VEBA meeting are reflected in agenda item #9.1, Medical Renewal

8. Old Business – None

9. New Business –

9.1 Medical Renewal –

- The cost to support the library’s over-65 population has led to an increase in out-of-pocket costs for all covered employees and retirees
- Director Anderson recommends the BCN Healthy Living HMO Platinum 500 insurance option, which offers the same level of medical coverage as last year

Resolved by Trustee Walsh, seconded by Trustee Khogali, to approve the Plymouth District Library’s moving forward with the BCN Healthy Living HMO Platinum 500 insurance option along with the above listed coinsurance rates.

Roll Call:

AYES: Trustees George, Khogali, Morrison, Pappas, Sexton, Walsh, Yaser	7
NAYS:	0
ABSENT:	0

RESOLUTION: PASSED

9.2 Life-Disability Renewal

- Mutual of Omaha is offering the library Life and Disability Insurance coverage without an increase in its costs. Since the library has been pleased with the level of coverage provided by Mutual of Omaha, Director Anderson is recommending renewing with them

Resolved by Trustee Khogali, seconded by Trustee Yaser, to approve renewing the Plymouth District Library's Life and Disability Insurance Coverage with Mutual of Omaha, totaling \$13,690.44 annually

Roll Call:

AYES: Trustees George, Khogali, Morrison, Pappas, Sexton, Walsh, Yaser 7  
NAYS: 0  
ABSENT: 0

RESOLUTION: PASSED

9.3 Dental Renewal

- Renewing the current Delta Dental/Vision plan for another six months will align its open enrollment date with the library's other insurance open enrollment dates

Resolved by Trustee Yaser, seconded by Trustee Sexton, to approve extending the Plymouth District Library's current contract with Delta Dental/Vision for another six months

Roll Call:

AYES: Trustees George, Khogali, Morrison, Pappas, Sexton, Walsh, Yaser 7  
NAYS: 0  
ABSENT: 0

RESOLUTION: PASSED

9.4 Collection Audit Overview

- Adult Services Coordinator Holly Hibner reviewed the processes used by the library to audit the Adult Biography collection
- The library's goal is a 10% representation of the community's demographics throughout all of its collections

10. Adjourn –

Resolved by Trustee Walsh; seconded by Trustee Khogali to adjourn the meeting at 8:20 p.m.

AYES: 7

NAYS: 0

PASSED

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Trustee Sexton, Secretary