

# PLYMOUTH DISTRICT LIBRARY BOARD

Regular Meeting, Tuesday July 18, 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, Morrison, Pappas, Yaser

ABSENT: Trustees Khogali, Sexton, Walsh

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

PUBLIC: Mr. Vaz – Plymouth, MI

2. Approve agenda –

Resolved by Trustee Morrison; seconded by Trustee Yaser, to approve the agenda.

AYES: 4

NAYS: 0

PASSED

3. Approve minutes of June’s regular meeting -

Resolved by Trustee Yaser; seconded by Trustee Morrison to approve the Minutes of June’s regular meeting.

AYES: 4

NAYS: 0

PASSED

4. Public comment – None

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

- The library received a large grant from the Bosch Community Fund
- The month of June saw large, budgeted expenditures come due
- Investments are doing well
- Director Anderson is researching ways to best utilize the library's revenue, focusing on how best to monitor the market flow

Resolved by Trustee Yaser; seconded by Trustee Morrison, to approve for payment check numbers 31957 through 32051 and approve June's payroll and retirement transfers and monthly interest notices.

AYES: 4

NAYS: 0

PASSED

Resolved by Trustee Yaser; seconded by Trustee Morrison, to accept the financial report.

AYES: 4

NAYS: 0

PASSED

6. Director's Report –

- Summer reading participation is increasing in popularity and meeting the goals set by the library
- Library visits and number of questions answered continue to increase from the previous months
- The library's participation in the 4<sup>th</sup> of July parade was well-received by patrons
- The library is partnering closely with the Wayne Metro Community Action Agency to better serve the homeless
- The library is working with Plymouth and Canton to form a facilitated, small-group version of the Interfaith Leadership Council of Metro Detroit. Some of the goals include finding ways to bridge differences

6.1 Trustee Reports - None

7. Committee Reports - None

8. Old Business – None

9. New Business –

9.1 Millage Rates and Operating Budget Schedule

- Director Anderson presented the board with the budget schedule for 2024. There were no questions from the board

9.2 Acceptance of Gifts January 2023 – June 2023

- Gifts received by the library from January through June were reviewed by the board

Resolved by Trustee Yaser, seconded by Trustee Morrison, to accept gifts received by Plymouth District Library from January 1, 2023 through June 30, 2023. Totaling: \$41,162.40

AYES: 4

NAYS: 0

PASSED

9.3 Mid-Year Budget Adjustments

- Director Anderson asked to make adjustments to the existing budget to include above-expected property tax revenues and revenues the library is expecting to receive this year

Resolved by Trustee Yaser, seconded by Trustee Morrison, to approve a 2023 budget amendment that updates the Library's total revenues and expenditures from \$4,193,000 to \$4,323,000.

Roll Call:

AYES: Trustees George, Morrison, Pappas, Yaser 4

NAYS: 0

ABSENT: Trustees Khogali, Sexton, Walsh

RESOLUTION: PASSED

9.4 Collection Development Policy Update, First Reading

- Holly Hibner, Adult Service Coordinator, has made suggestions for amending the role library staff play in the selection and maintenance of library displays
- The changes were reviewed with the board

10. Adjourn -

Resolved by Trustee Yaser; seconded by Trustee Morrison, to adjourn the meeting at 8:05 p.m.

AYES: 4

NAYS: 0

PASSED

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Trustee Sexton, Secretary