

PLYMOUTH DISTRICT LIBRARY BOARD

Regular Meeting, Tuesday August 15, 2023, 7:30 p.m.
Including the
Presentation and Discussion of 2023 Millage Rates & 2024 Operating
Budget

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, Yaser

*Trustee Sexton arrived at 7:32 p.m.

ABSENT: Trustee Walsh, who participated via Zoom

ALSO PRESENT: Shauna Anderson, Director; Melanie Bell, Assistant Director

PUBLIC: Mr. Vaz – Plymouth, MI

2. Approve agenda –

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

AYES: 5

NAYS: 0

PASSED

3. Approve minutes of July's regular meeting -

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

AYES: 5

NAYS: 0

PASSED

4. Public comment – None

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

- Director Anderson reviewed the library's revenues and expenditures for the month of July highlighting the delinquent tax revenue received by the library, which came in over the expected budgeted amount
- Investments continue to earn a respectable return

Resolved by Trustee Khogali; seconded by Trustee Morrison to accept the financial report and approve for payment check numbers 32052 through 32131 and July's payroll and retirement transfers and monthly credit card payments

AYES: 6

NAYS: 0

PASSED

6. Director's Report –

- Participation in Summer Reading Programs continues to increase
- Youth participation has increased over last month's activity by 350%
- The Book Bike has been well received by patrons as it makes it way out into the community
- The homeless population in the Plymouth area continues to grow. The library is researching ways to help support those in need
- The library will be applying for grants to support the purchase of additional laptops
- One section of the library's building is in need of masonry repair. Structural engineers are analyzing what needs to be done

6.1 Trustee Reports - None

7. Committee Reports - None

8. Old Business –

8.1 Collection Policy Update, Approval

- Director Anderson reviewed the suggested changes to the Collection Development Policy

Resolved by Trustee Khogali, seconded by Trustee Sexton, to approve the amended changes to the Plymouth District Library's Collection Development Policy

AYES: 6

NAYS: 0

PASSED

9. New Business –

9.1 Presentation and Discussion of 2023 Millage Rates

- Since the Millage Rate for 2023 did not experience a Headlee Rollback, rates remained the same as 2022

9.2 Presentation and Discussion of 2024 Operating Budget Proposal

- Director Anderson reviewed the details of the proposed 2024 Operating Budget with the board

9.3 MERS Delegate Approval

- The library recommended electing Emerging Technologies Librarian, Mary Kelly, to serve as the Library's Employee Delegate at the annual MERS Conference and Shauna Anderson to serve as the Library's Officer Delegate

Resolved by Trustee Khogali, seconded by Trustee Morrison, to approve Mary Kelly as the Library's Employee Delegate and Shauna Anderson as the Library's Officer Delegate to the 2023 Annual MERS Conference

AYES: 6

NAYS: 0

PASSED

9.4 Security Camera Quote, Approval

- The Library needs to adjust and increase its security camera coverage
- Security 101 was able to give the Library a quote that supported the current system, Avigilon 7. Other companies were unable to provide quotes since their systems did not support our current Avigilon 7 system

Resolved by Trustee Yaser, seconded by Trustee Morrison, to approve contracting with Security 101 for enhancements to the security camera system for a total cost of \$6,249.68

Roll Call:

AYES: Trustees George, Khogali, Morrison, Pappas, Sexton, Yaser 6

NAYS: 0

ABSENT: 1

RESOLUTION: PASSED

9.5 2nd Quarter Objective Review

- Director Anderson went over the current 2nd Quarter Objectives and provided updates

10. Adjourn –

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

AYES: 6

NAYS: 0

PASSED