

PLYMOUTH DISTRICT LIBRARY BOARD

Regular Meeting, Tuesday February 20, 2024, 7:30 p.m.

Hybrid Meeting In-Person and Using Zoom

1. Call to order and attendance – Vice-President Walsh called the meeting to order at 7:31 p.m.

PRESENT: Trustees George, Morrison, Walsh, Yaser

ABSENT: Trustees Khogali, Pappas, Sexton

ALSO PRESENT: Shauna Anderson, Director

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 January's Annual meeting -

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

AYES: 4

NAYS: 0

PASSED

4. Public comment – None

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

- The Director reviewed the property tax collections received by the library
- There is a discrepancy in the amount the bank withdrew for Nationwide payroll. This issue is being reviewed for correction

Resolved by Trustee Yaser; seconded by Trustee Morrison to accept the financial report and approve for payment check numbers 32543 through 32618 and January's payroll and retirement transfers and monthly credit card payments

AYES: 4

NAYS: 0

PASSED

6. Director's Report –

- The library did not see an increase in circulation for January. This is probably due to the lack of a mobile application. The new application is scheduled to be available in May
- Programs for the month were well-attended, with youth program attendance more than doubling over the previous year
- The library is pursuing a Bosch Grant to support school connections focusing on lab/steam experiences via field trips
- The Puzzle Exchange has proven to be very successful and quite popular
- The Director and Assistant Director are currently in the process of preparing for the annual audit
- In March an actuarial VEBA report will be made available to the board members

6.1 Trustee Reports - None

7. Committee Reports - None

- The VEBA Committee will meet May 6, 2024 at 5:30 pm

8. Old Business – None

9. New Business –

9.1 ILS Evaluation Criteria

- Staff members, who have expertise in the field of our Integrated Library System (ILS), presented their ideas on what criteria a new system must be able to meet to best fit our collection needs

10. Adjourn –

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

AYES: 4

NAYS: 0

PASSED

Trustee Jessica Yaser