

PLYMOUTH DISTRICT LIBRARY BOARD

Regular Meeting, Tuesday March 19, 2024, 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 7:31 p.m.

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

*Trustee Khogali arrived at 8:04 pm

ABSENT: None

ALSO PRESENT: Shauna Anderson, Director

PUBLIC: Jack Wilson – Plymouth, MI via Zoom

Melanie Bell –Assistant Director, Plymouth, MI via Zoom

2. Approve agenda –

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

AYES: 6

NAYS: 0

PASSED

3. Approve minutes of February's regular meeting -

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

AYES: 6

NAYS: 0

PASSED

4. Public comment –

- Jack Wilson expressed his viewpoint of the Library’s responsibilities and board members’ obligations during the upcoming election. His specific comments may be found in the March 2024 meeting minutes, located in the Administration Office

5. Financial report and list of February’s bills –

- The Director reviewed the revenue and expenditures received by the Library in the month of February.
- Investments are doing well, with interest earned greater than last year’s

Resolved by Trustee Walsh; seconded by Trustee Morrison to accept the financial report and approve for payment check numbers 32619 through 32695 and February’s payroll and retirement transfers and monthly credit card payments

AYES: 6

NAYS: 0

PASSED

6. Director’s Report –

- Circulation data remains the same as last year’s data. Lack of increase may be due to the absence of the mobile application that supports remote searching and hold placement
- The Puzzle Swap event increased library attendance and has become a very popular event
- Newly added BS&A software will help the library keep track of fixed assets
- The breakdown of library usage by age group was well received by the board and very informative

6.1 Trustee Reports - None

7. Committee Reports - None

8. Old Business –

8.1 1st Quarter Objective Review

- Director Anderson reviewed all 10 objectives and gave status updates for each one

9. New Business –

9.1 Landscape Construction Administration, Approval

- Director Anderson reviewed the proposal submitted by InSite, a landscape architecture firm, to continue the improvement of our grounds

Resolved by Trustee Walsh, seconded by Trustee Morrison, to approve hiring InSite to perform the Scope of Services as outlined in the May 19, 2024 meeting, under agenda item #9.1, for a total cost of \$27,569.00

Roll Call:

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

NAYS: 0

ABSENT: None

RESOLUTION: PASSED

10. Adjourn –

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

AYES: 7

NAYS: 0

PASSED