

PLYMOUTH DISTRICT LIBRARY BOARD

Regular Meeting, Tuesday April 16, 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 7:30 p.m.

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

**Trustee Khogali arrived at 7:33 pm

ABSENT: None

ALSO PRESENT: Shauna Anderson, Director; Melanie Bell, Assistant Director; Zach Hose, HR Specialist

PUBLIC: Mr. Vaz – Plymouth, MI
Ms. Denise Burrows – Plymouth, MI

2. Approve agenda –

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

AYES: 6

NAYS: 0

PASSED

3. Approve minutes of March's regular meeting -

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

AYES: 6

NAYS: 0

PASSED

4. Public comment – None

5. Financial report and list of March's bills –
 - Property tax collections are wrapping up for this year
 - First quarter expenditures are below budget
 - Trustee Walsh asked if the check made payable to Sirsi Corporation was high. Assistant Director Bell stated it is approximately \$3,000 lower than last year's cost

Resolved by Trustee Sexton; seconded by Trustee Walsh to accept the financial report and approve for payment check numbers 32696 through 32773 and March's payroll and retirement transfers and monthly credit card payments

AYES: 7

NAYS: 0

PASSED

6. Director's Report –
 - Lack of a mobile application is having an adverse effect on circulation figures. The new app is slated to go live in May
 - Online reading and database usage dipped in April. Due to the high costs of maintaining digital collections, the library is analyzing collection usage in anticipation of potential changes
 - Attendance at library programs has increased while checking out materials has decreased. This discrepancy may imply that there are two separate populations, each making use of the library in different ways

6.1 Trustee Reports - None

7. Committee Reports - None

8. Old Business – None

9. New Business –

9.1 VEBA Amendment Proposal, Introduction

- Director Anderson reviewed the reasons why the current VEBA Plan should be amended. Discussions will be held at the May 6, 2024 VEBA Committee meeting. The Library's attorney will be present at this meeting

9.2 Paid Parental Leave Policy, Introduction

- Director Anderson would like to create a policy to support Paid Parental Leave for full-time employees. It will be discussed at the May 6, 2024 Personnel Committee meeting

10. Adjourn –

Resolved by Trustee Morrison; seconded by Trustee Walsh to adjourn the meeting at 8:11 p.m.

AYES: 7

NAYS: 0

PASSED

Trustee Sexton, Secretary