

PLYMOUTH DISTRICT LIBRARY BOARD

Regular Meeting, Tuesday September 17, 2024, following Public Hearing

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 Yaser, Walsh, Khogali, Pappas, George, Sexton

ABSENT: Trustee Morrison

ALSO PRESENT: Shauna Anderson, Director; Melanie Bell, Assistant Director; Anne Marie Reilly, Administrative Assistant

2. Approve agenda ~

Resolved by Trustee Walsh; seconded by Trustee Khogali to approve the meeting Agenda

AYES: 6

NAYS: 0

PASSED

3. Approve minutes of the August 2024 regular meeting ~

- Director's Report item 3 wording to be amended from "City of Plymouth works" to "due to work by City of Plymouth."

Resolved by Trustee Walsh; seconded by Trustee Yaser to approve the amended Minutes of August's regular meeting

AYES: 6

NAYS: 0

PASSED

4. Public comment ~

NONE

5. Financial Report and list of August bills ~

- No significant revenue was received in August 2024.

- Investments are doing well.
- The Flagstar account has now been transferred to the MI Class account, which will be reflected on next month's report.

Resolved by Trustee Khogali; seconded by Trustee Walsh to accept the Financial Report.

Resolved by Trustee Khogali; seconded by Trustee Sexton to approve check numbers 33085 through 33154, August's payroll and retirement transfers, and monthly credit card payments. Trustee George had exited the room at the time of the resolution.

AYES: 5 ABSTAINED 1 NAYS: 0 PASSED

6. Director's Report ~

- Director Anderson led the Board through a breakdown of the various systems involved in PDL's IT infrastructure as previously requested.
- A pipe leak might require demolition and re-installation of portions of the Wilcox Amphitheater. City Hall has given an estimate of 2-4 weeks.
- The Board welcomed news of Holly Hibner's recent MLA Lifetime Achievement Award. Celebratory signage in the library was suggested.
- Director Anderson shared and reviewed staff organizational charts from 2021 and the present, as requested previously by the Board.

6.1 Trustee Reports

Trustee Khogali reported visiting the Lab Maker's Space where he found a temperamental embroidery machine but very helpful staff. He was also assisted with large format printing.

Trustee Khogali motioned for a Closed Session following New Business item 9.3 to address an anonymous letter received.

Resolved by Trustee Khogali; seconded by Trustee Walsh to add New Business 9.4 – Personnel Issue to the agenda.

AYES: 6 NAYS: 0 PASSED

7. Committee Reports ~

The Building Committee will meet Wed 18 Sept 2024 at 3pm.

8. Old Business ~

8.1 2024 Millage Approval

Resolved by Trustee Khogali, seconded by Trustee Walsh, that for the fiscal year commencing 1st January 2025 the extra voted millage for Plymouth District Library operational purposes shall be the amount of 1.428 mills.

Roll Call:

AYES: Yaser, Walsh, Khogali, Pappas, George, Sexton 6

NAYS: 0

ABSENT: Trustee Morrison 1

RESOLUTION: PASSED

The Millage Resolution was signed by Trustee Pappas and notarized by Assistant Director Bell. The 2024 L-4029 form was signed by Trustees Pappas and Sexton.

8.2 2025 Budget Approval

Resolved by Trustee Khogali, seconded by Trustee Sexton, that the Operating Budget for FY2025 for Plymouth District Library is \$6,090,000.

Roll Call:

AYES: Yaser, Walsh, Khogali, Pappas, George, Sexton 6

NAYS: 0

ABSENT: Trustee Morrison 1

RESOLUTION: PASSED

8.3 3rd Quarter Objective Review

Director Anderson reviewed the status of ten objectives. Six objectives are in process, one is postponed, and three have now been completed.

Resolved by Trustee Sexton, seconded by Trustee Walsh to approve the Resolution Establishing Authorized Signatories for MERS Contracts and Service Credit Purchas Approvals.

AYES: 6

NAYS: 0

PASSED

9.4. Personnel Issue

The Board went into Closed Session at 8:36 P.M.

Resolved by Trustee Khogali, seconded by Trustee Walsh to go into Closed Session

AYES: 6

NAYS: 0

PASSED

The Board ended Closed Session and reopened regular meeting at 9:09 P.M.

Resolved by Trustee Khogali, seconded by Trustee Yaser to end the Closed Session and reopen Regular Board Meeting

AYES: 6

NAYS: 0

PASSED

10. Adjourn ~

Resolved by Trustee Khogali, seconded by Trustee Yaser to adjourn the meeting at 9:10 p.m.

AYES: 6

NAYS: 0

PASSED

Trustee Sexton, Secretary

PLYMOUTH DISTRICT LIBRARY BOARD

Public Hearing on the 2025 Proposed Library Budget and
2024 Millage Rate, Tuesday September 17, 2024, 7:30 p.m.

Hybrid Meeting In-Person and Using Zoom

1. Call to order and attendance – President Pappas called the Public Hearing to order at 7:30 p.m.

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

ABSENT: Trustee Morrison

ALSO PRESENT: Shauna Anderson, Director; Melanie Bell, Assistant Director;
Anne Marie Reilly, Administrative Assistant

2. Approve agenda –

Resolved by Trustee Walsh; seconded by Trustee Yaser to approve the Public Hearing Agenda

AYES: 6

NAYS: 0

PASSED

3. Public Comment –

NONE

4. Adjourn –

Resolved by Trustee Sexton, seconded by Trustee Walsh to adjourn the Public Hearing at 7:31 p.m.

AYES: 6

NAYS: 0

PASSED

Trustee Sexton, Secretary