

PLYMOUTH DISTRICT LIBRARY BOARD
PUBLIC HEARING on 2026 Proposed Library Budget and 2025 Millage Rate
Tuesday September 16, 2025, 7:30 p.m.

Hybrid Meeting In-Person and Using Zoom

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

PRESENT: Trustees George, Khogali, Yaser, Burrows, Walsh, Pappas.

ALSO PRESENT: Melanie Bell, Assistant Director; Anne Marie Reilly, Administrative Assistant; Eric Klute, IT Coordinator.

ABSENT: Trustee Sexton

2. Approval of Agenda ~

Resolved by Trustee Khogali; seconded by Trustee Pappas to approve the Public Hearing Agenda.

AYES: 6 NAYS: 0 ABSENT: 1 PASSED

3. Public comment ~ NONE

4. Adjournment ~

Resolved by Trustee Khogali; seconded by Trustee Pappas to adjourn the Public Hearing at 7:31pm.

AYES: 6 NAYS: 0 ABSENT: 1 PASSED

Trustee Yaser, Secretary

PLYMOUTH DISTRICT LIBRARY BOARD

REGULAR MONTHLY BOARD MEETING

Tuesday September 16, 2025, following Public Hearing at 7:30 p.m.

Hybrid Meeting In-Person and Using Zoom

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

PRESENT: Trustees George, Khogali, Yaser, Burrows, Walsh, Pappas.

ALSO PRESENT: Melanie Bell, Assistant Director; Anne Marie Reilly, Administrative Assistant; Eric Klute, IT Coordinator.

ABSENT: Trustee Sexton

2. Approval of Agenda ~

Resolved by Trustee Khogali; seconded by Trustee Pappas to approve the Regular Meeting Agenda with the removal of item 7.1 as covered last month.

AYES: 6 NAYS: 0 ABSENT: 1 PASSED

3. Approval of Meeting Minutes ~

Resolved by Trustee Khogali; seconded by Trustee Pappas to approve the Minutes of the 19th August 2025 Regular Board Meeting with the correction of a date typo on item 8.2.

AYES: 6 NAYS: 0 ABSENT: 1 PASSED

4. Public comment ~ NONE

5. Financial Report and list of August 2025 bills ~

- The Library received \$15,675 from Friends of Plymouth District Library representing Q2 program and activities support.

- The Library’s maturing CFCU CD’s were transferred to on Money Market account for liquidity as per item 8.2 at the 15th July 2025 board meeting.
- Director Anderson highlighted four “pre-paid” accounts appearing over budget due to mid-year subscriptions overlapping with FY 2026. These will be adjusted later in the year.

Resolved by Trustee Yaser; seconded by Trustee Khogali to accept the August 2025 Financial Report.

Resolved by Trustee Yaser; seconded by Trustee Khogali to approve check numbers 33952 through 34019, August 2025 payroll, retirement transfers, and monthly credit card payments.

AYES: 6 NAYS: 0 ABSENT: 1 PASSED

6. Director’s Report ~

- For the month of August, circulation numbers were the highest this year, despite our UL closure.
- This year’s *Summer Reading Program* was a hit, with 2,236 community members participating for almost 15k reading hours.
- Community Engagement was out-of-doors with collaborative educational programs and a strong presence at weekly Farmer’s Markets.
- Our Technology team has been bolstered by four newly-trained staff members assisting with the many tech relocation projects necessitated by renovations.
- Our Facilities team has been indispensable, taking the lead with vendors, coordinating large deliveries, and handling over 60 work orders in August,.
- Director Anderson updated the meeting on current progress made on our building renovations.
- The meeting congratulated retiring Adult Librarian Alice McCardell’s on 25 years of service and recognized her tenure as a testament to PDL. Her voice will continue to be heard on the library closing announcements.

6.1 Trustee Reports ~

Trustee Khogali praised the PDL team working the Fall Festival, where rather than just giving swag handouts, they had real engagement making bracelets.

7. Committee Reports ~ NONE

8. Old Business ~

8.1. 2025 Millage Approval

Resolved by Trustee Pappas; seconded by Trustee Khogali to approve the 2025 Millage Rate of 1.4234 mills. A Board Authorization Resolution and L-4029 Form will be signed at the close of this meeting by President Walsh and Secretary Yaser, notarized, and submitted to the appropriate authorities before 30th September 2025.

Roll Call:

AYES: 6
NAYS: 0
ABSENT: 1
RESOLUTION: PASSED

8.2. 2026 Budget Approval

Resolved by Trustee Pappas; seconded by Trustee Yaser to approve the 2026 Budget for \$4,820,000 as presented. A Board Resolution will be signed by at the close of this meeting by Secretary Yaser and notarized.

Roll Call:

AYES: 6
NAYS: 0
ABSENT: 1
RESOLUTION: PASSED

9. New Business ~

9.1. Firewall Purchase Approval

IT Coordinator Eric Klute presented three quotes from vendors to provide us with greater bandwidth in 2026 to handle our new Evergreen system, which is cloud-based. The lowest quote and most reliable vendor was recommended.

Resolved by Trustee Yaser; seconded by Trustee Pappas to approve the purchase of a new firewall for \$7,796.25 from Sehi Computer Products Inc.

Roll Call:

AYES: 6
NAYS: 0
ABSENT: 1
RESOLUTION: PASSED

9.2. Furniture Purchase Approval

Director Anderson presented product details requested by our design team for public space side tables available from local vendor McLaughlin's Home Furnishing Designs.

Resolved by Trustee Khogali; seconded by Trustee Pappas to approve the furniture purchase of five (5) new tables with McLaughlin's Home Furnishing Designs of Novi for a total of \$8,505.00.

Roll Call:

AYES: 6
NAYS: 0
ABSENT: 1
RESOLUTION: PASSED

10. Adjournment ~

Resolved by Trustee Pappas; seconded by Trustee Yaser to adjourn the meeting at 8:13pm.

AYES: 6 NAYS: 0 ABSENT: 1 PASSED

Trustee Yaser, Secretary