

DEC 2025 MINUTES OF THE PLYMOUTH DISTRICT LIBRARY BOARD

The regular meeting of the Plymouth District Library Board was held on **16th December 2025 at 7:30pm**, at the Plymouth District Library Friends Meeting Room, with President Jean Walsh in the chair and with Secretary Jessica Yaser present. Also present: Vice President Yasir Khogali, Treasurer Beth Sexton, Trustees Michael Pappas, Jacqueline George, and Denise Burrows; Director Shauna Anderson, Assistant Director Melanie Bell, Administrative Assistant Anne Marie Reilly.

The minutes of the last meeting were approved as corrected.

A motion by Trustee Burrows was adopted as follows: "That the Dec 2025 Board Agenda be approved as received."

A period for public comment was held.

A motion by Vice President Khogali was adopted as follows: "To go into closed session with legal counsel to consider material exempt from disclosure pursuant to MCL 15.268(h) and MCL 15.243(1)(g) and to invite Director Anderson to attend." The vote was taken by roll-call as follows: six Trustees voted in favor; Jean Walsh, Yasir Khogali, Beth Sexton, Jessica Yaser, Michael Pappas, and Denise Burrows; one Trustee absent: Jacqueline George.

The meeting went into closed session at 7:35 PM.

Trustee Jacqueline George joined the session at 7:52 PM.

The meeting came out of closed session at 8:25 PM. The vote was taken by roll-call as follows: all seven Trustees voted in favor; Jean Walsh, Yasir Khogali, Beth Sexton, Jessica Yaser, Michael Pappas, Denise Burrows, Jacqueline George.

The Director's Financial Report including list of Nov 2025 bills was received and placed on file. A motion by Trustee Sexton was adopted as follows: "That the November 2025 Financial Report be accepted and checks #34170-34231, payroll, credit card payments and retirement transfers be approved."

The Director's Monthly Report for Nov 2025 was received and placed on file.

The Director's 4th Quarter 2025 Objective Review Report was received and placed on file.

A motion by Secretary Yaser, after debate and amendment, was adopted as follows: "That the dates for monthly PDL Board Meetings in 2026 be approved with start time amended from 7:30 PM to 7:00 PM."

A motion by Trustee Sexton, after debate and amendment, was adopted as follows: "That the proposed list of Library Closings for 2026 be approved with the addition of 25th November 2026 early closing time of 6:00 PM."

A motion by Vice President Khogali was adopted as follows: "That Sunday opening hours be amended from 1:00 PM - 5:00 PM to 10:00 AM - 5:00 PM starting 4th January 2026."

A motion by Secretary Yaser, after debate and amendment, was adopted as follows: "That the proposed list of Blanket Purchase Orders for Fiscal Year 2026 be approved with the removal of any figures under the \$5,000.00 threshold." The vote was taken by roll-call as follows: all seven Trustees voted in favor;

Jean Walsh, Yasir Khogali, Beth Sexton, Jessica Yaser, Michael Pappas, Jacqueline George, and Denise Burrows.

A motion by Trustee Pappas was adopted as follows: "That a 2% cost of living adjustment to wages for staff who have been with the Library over 90 days, beginning the first full pay period in January 2026 be approved."

A motion by Trustee Pappas was adopted as follows: "That a 2% merit increase to wages for staff who have been with the Library over 1 year and receive a positive annual performance evaluation, beginning the first full pay period in July 2026 be approved."

A motion by Trustee Sexton was adopted as follows: "That the 2026 Objectives be approved as received."

The meeting was adjourned at 9:00PM.

SIGNED: _____, _____
Anne Marie Reilly, Admin Assistant Date

APPROVED: _____, _____
Jessica Yaser, Secretary Date

ADMINISTRATOR'S NOTE: The term "received" means one or more of the following: presented on-screen, read aloud, distributed physically or published electronically for both Board Trustees and the public.