JULY 2026 MINUTES OF THE
PLYMOUTH DISTRICT LIBRARY BOARD

The Regular Meeting of the Plymouth District Library Board was held on **July 21, 2026 at 7:00pm**, 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, Trustee Mike Pappas, Trustee Denise Burrows, Trustee Jacqueline George, Director Shauna Anderson, Assistant Director Melanie Bell, and Administrative Assistant Anne Marie Reilly.

A motion by Trustee Pappas was adopted as follows: "That the July 2026 Agenda be approved."

The minutes of the last meeting were approved.

A period for public comment was held. Mr. Joseph LeBlanc introduced himself and was made welcome to the meeting.

The Director's Financial Report including list of June 2026 bills was received and placed on file.

A motion by Treasurer Sexton was adopted as follows: "That the June 2026 Financial Report be accepted and checks #34646-34718, payroll, credit card payments and retirement transfers be approved."

An update on Wayne County Billing Irregularities by Director Anderson was received and placed on file.

The Director's Monthly Report for June 2026 was received and placed on file.

A brief oral report was made by Treasurer Sexton, praising the new play-scape area on the LL, which she and her grandson recently experienced together.

A brief oral report was made by President Walsh, praising several recent PDL events she attended and remarking on the unbelievable Craft & Hobby Swap.

A brief oral report was made by Vice President Khogali, commending the number of participants representing PDL at the annual Good Morning USA 4th of July Parade downtown this year despite the heat. He also congratulated Megan Wolan on her promotion to full-time and Jim Edwards on his work anniversary.

A motion by Vice President Khogali was adopted as follows: "To go into closed session."

The meeting went into closed session at 7:37 PM.

The meeting came out of closed session at 7:55 PM.

On behalf of the Director Evaluation Committee, President Walsh gave a brief oral report on the results of the annual Director Evaluation process.

A motion by Vice President Khogali was adopted as follows: "To increase Director Anderson's annual salary by 2% from $125,020.91 to $127,521.33."

- The vote was taken by roll-call as follows: Seven Trustees voted in favor: Yasir Khogali; Michael Pappas; Beth Sexton; Jacqueline George; Jessica Yaser; Denise Burrows; and Jean Walsh.

Director Anderson presented the 2nd Quarter Objective Review for 2026, which was received and placed on file.

A resolution by Secretary Yaser was passed as follows: "That execution of the Release presented by the William Gravelle Trust dated June 12, 1992, together with the documents cited therein, on behalf of the Plymouth District Library is hereby determined to be in the best interest of the Plymouth District Library." A further resolution was passed: "That Shauna Anderson is hereby authorized to execute the said Release presented by the William Gravelle Trust dated June 12, 1992, on behalf of the Plymouth District Library."

- The vote was taken by roll-call as follows: Seven Trustees voted in favor: Yasir Khogali; Michael Pappas; Beth Sexton; Jacqueline George; Jessica Yaser; Denise Burrows; and Jean Walsh.

A motion by Treasurer Sexton was adopted as follows: "That gifts received by the Plymouth District Library from January 1, 2026 through June 30, 2026 totaling $ 170,831.06 be accepted."

- The vote was taken by roll-call as follows: Seven Trustees voted in favor: Yasir Khogali; Michael Pappas; Beth Sexton; Jacqueline George; Jessica Yaser; Denise Burrows; and Jean Walsh.

Director Anderson presented the 2025 MERS Actuarial Valuation, which was received and placed on file.

A motion by Treasurer Sexton was adopted as follows: "That the Circulation and Fines & Fees Schedule be approved as amended to remove the words 'plus the processing fee outlined above' in the first paragraph."

Agenda Item 9.4, after debate, was tabled to the next regular meeting as follows: "That per diem expenses be removed from the Employee Handbook Travel Policy."

A motion by Vice President Khogali was adopted as follows: "That the increase from $30,000 to $40,000 for the Blanket Purchase Order with BC Ten Air for fiscal year 2026 be approved."

- The vote was taken by roll-call as follows: Seven Trustees voted in favor: Yasir Khogali; Michael Pappas; Beth Sexton; Jacqueline George; Jessica Yaser; Denise Burrows; and Jean Walsh.

Director Anderson presented a Special Event Rental proposal, which after discussion was received and placed on file.

The meeting was adjourned at 8:39 pm.

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.