

**MINUTES OF THE
BAY COUNTY LIBRARY SYSTEM
BOARD OF TRUSTEES
REGULAR BOARD MEETING
May 22, 2019**

Sue Blondin, called the regular board meeting of the Bay County Library System Board of Trustees, to order at 5:30 p.m. on May 22, 2019. The meeting was held in the Community Room, Sage Branch Library, 100 E. Midland Street, Bay City MI 48706.

The Pledge of Allegiance was recited.

Roll Call: Sue Blondin, Don Carlyon, Anne Harris arrived at 5:53 p.m., Mary Herr, and Frank Quinn

Others: Trish Burns, Kevin Ayala, and Eileen Schulz

Staff Greeting

Alana Fletcher, Library Assistant Alice and Jack Wirt Public Library – Alana Fletcher began working for the Bay County Library System in 1997, gaining experience while working part-time positions at all of the branches, including driving the bookmobile. In 2018 she became a full-time Library Clerk for the Alice and Jack Wirt Public Library. Some of her responsibilities are ordering office supplies for Wirt staff, scheduling the community room, working at the Circulation Desk, and helping out with programming. She loves working for an award winning library system!

ADDITIONAL AGENDA ITEMS – Frank Quinn asked for agenda item, ‘Solar Panels’ be added to unfinished business.

MINUTES

Motion by F. Quinn, seconded by M. Herr, to approve the minutes of the April 24, 2019 regular board meeting. Motion carried.

BILLS PAYABLE – Mary Herr reviewed the bills for the month.

Motion by F. Quinn, seconded by A. Harris, to approve the bills payable, as presented. Motion carried.

FINANCIAL REPORT

April 2019 Financial Report, and Penal Fine Report – Kevin Ayala reported penal fines for April came in at \$23,464, slightly lower than the monthly budget, but overall for the first four months, are \$3,815 over budget. Revenue for the month of April is at \$273,677, with the bulk of it

coming from property taxes. Expenses are on budget with no surprises. The Bay County Library System has gone through its annual audit with no issues reported.

Motion by D. Carlyon, seconded by M. Herr, to receive the 2019 April Financial report, and the Penal Fine Report. Motion carried.

ADMINISTRATION REPORT – Trish Burns

Give Local Bay – This was the third year for the Bay County Library System to take part in ‘Give Local Bay’ sponsored by the Bay Area Community Foundation. The library doubled their donations from 29 donors who helped raise, \$2,312.13, which along with the \$1,085.94 from the incentive pool, totaled \$3,398.07.

MMLC Annual Meeting – The Mideastern Michigan Cooperative held their annual meeting on May 8 in Grand Blanc. Trish Burns and Mary Herr attended. The co-op director Denise Hooks presented a year in review of co-op activities, pointing out the number of programs that the co-op schedules for the Bay County Library System. This meeting also served as a retirement party for the co-op director. MMLC has conducted interviews for this position and is expected to hire a new director soon.

Retirement – Mary Schoberth, Children’s Department Head at Wirt, will be retiring in June. Mary worked at both Auburn and Wirt and provided excellent service at both. She has grown the Wirt children’s department programming and school visits, and has introduced new collections such as the Book Bundles and the Raising Readers backpacks. M. Schoberth has the opportunity to move east to be closer to her children. Although staff is happy for her she will most certainly be missed.

SRP – Summer Reading Program will begin June 10 and run through August 10. The theme this year is “Libraries – Out of This World”. The theme coincides with the 50th anniversary of the moon landing. Many of the programs this summer will be space themed, which also lends itself to good STEAM programs and themes. Each branch will have a kickoff party in early June to encourage early participation in the program.

Motion by M. Herr, seconded by, F. Quinn, to receive the Administration Report. Motion carried.

OPEN TO THE PUBLIC – No public

CORRESPONDENCE

Letter – Michigan House of Representative – Annette Glenn
‘Please Tell Us What You Think.....’ – Erdis Harris and Ben Mattlock

COMMITTEE REPORTS

Financial Committee – Frank Quinn, Chairperson, - No meeting
Personnel Committee – Don Carlyon, Chairperson – No meeting

UNFINISHED BUSINESS

Solar Panels – F. Quinn requested copies of the material submitted for the solar panel bid proposal. He intends to review the project with a local vendor and report back to the board in the next few months.

NEW BUSINESS

Non-resident information – T. Burns shared statistics of libraries who do charge a non-resident fee, and those who do not. The majority of the board was in favor of some type of non-resident fee structure, however they did not want it to be as high as some libraries charge. T. Burns will bring additional information back to next month’s meeting when administration will ask the board to vote on whether to have a non-resident fee charge.

OPEN TO THE PUBLIC

No comments.

Motion by D. Carlyon, seconded by M. Herr, to adjourn the meeting at 6:13 pm. Motion carried.

Anne Harris
Secretary/Treasurer

Eileen Schulz
Recording Secretary