

**MINUTES OF THE
BAY COUNTY LIBRARY SYSTEM
BOARD OF TRUSTEES
REGULAR BOARD MEETING
August 28, 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 August 28, 2019. The meeting was held in the Kantzler Community Room at the Alice and Jack Wirt Public Library, 500 Center Avenue, Bay City MI 48708.

The Pledge of Allegiance was recited.

Roll Call: Sue Blondin, Don Carlyon, Anne Harris, Mary Herr and Paul Travis

Others: Kevin Ayala, Trish Burns, and Eileen Schulz

Staff Greeting

Scott McLellan, Maintenance Supervisor – Scott McLellan began working for the Bay County Library System in 2008 as the Maintenance Supervisor. Prior to coming to BCLS he worked 26 years in facility maintenance at Soaring Eagle Casino and Covenant Hospital. He supervises 3 full time and 5 part-time custodians. Library Board trustees complimented him and his staff on the overall appearance at each of the buildings and landscaping. S. McLellan is married with four children.

ADDITIONAL AGENDA ITEMS – No additional agenda items.

MINUTES

Motion by A. Harris, seconded by P. Travis, to approve the minutes of the July 24, 2019 regular board meeting. Motion carried.

BILLS PAYABLE – Mary Herr and Sue Blondin reviewed the bills for the month.

Motion by A. Harris, seconded by D. Carlyon, to approve the bills payable, as presented. Motion carried.

FINANCIAL REPORT

July 2019 Financial Report, and Penal Fine Report – Kevin Ayala reported Penal Fines for July came in at \$23,719.26. He shared for the month of July, the Law Library for Bay County receives a once per year payment of \$6,500 from Penal Fines. As of July, the year total of Penal Fines received is \$11,252 over budget. The balance of State Aid monies have been received along with all of the property taxes, which came in at \$86,651 over budget. Expenses are at or below budgeted amount for the year.

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

ADMINISTRATION REPORT – Trish Burns

Website – The updated website is scheduled to go live in September. Based on the results of a staff and public survey, three main areas of use were identified. People wanted easier access to their account, a prominent looking calendar, and a less cluttered home page. The updated site features a prominent My Account login right on the top, a calendar on the home page, as well as embedded on internal pages, and a bold, less cluttered home page. T. Burns will have a demonstration of the website at next month’s board meeting.

Auburn Chair Rail – Board members at the July meeting noted that the chair rail in Auburn was not installed up to the usual standard of the building work at BCLS. Scott McClellan, Facilities Manager, was apprised of the situation and his team has since installed a new rail that looks much more professional and blends in more with the walls in that room.

Promotion Commotion – A staff committee came up with an idea to offer a community opportunity to show some extra value to library card holders. The Promotion Commotion is a listing of over 30 businesses in Bay County who have agreed to offer special deals to BCLS library card holders during the month of September, which is National Library Card Month. All patrons need to do to get the deal is show the business their BCLS library card. Offers range from percentage off coffee to a free chainsaw if you buy a riding mower. A complete listing of the businesses was handed out at the meeting.

Valley Library Consortium/Mideastern Michigan Library Cooperative – Each month T. Burns will provide a somewhat in-depth education on different facets of the library world. This month she provided information on VLC and MMLC and how they provide service to the library system.

Motion by P. Travis, seconded by, M. Herr, to receive the Administration Report. Motion carried.

OPEN TO THE PUBLIC – No public

CORRESPONDENCE

Letter- State of Michigan Department of Treasury
Card – Lee & Joann Murdock

COMMITTEE REPORTS

Financial Committee – Mary Herr - Chairperson
Personnel Committee – Don Carlyon – Chairperson

UNFINISHED BUSINESS

No unfinished business for discussion.

NEW BUSINESS

Non-Resident Fee – Trustees discussed if waivers should be granted to those patrons who are required to purchase a library card for \$50/year, based on the recently approved policy. Trustees discussed and agree that waivers should not be granted at this time. However, this is not to say the subject cannot be revisited sometime in the future.

Fines – Mary Herr asked to discuss the practice of charging fines and whether it would be something the board would ever consider doing away with this practice. She supplied handouts showing many libraries throughout the United States that do not charge along with a report on the pros and cons. The board agreed to discuss this again at a future board meeting.

OPEN TO THE PUBLIC

No comments.

ANNOUNCEMENTS

No announcements.

Motion by D. Carlyon, seconded by P. Travis, to adjourn the meeting at 6:23 pm. Motion carried.

Anne Harris
Secretary/Treasurer

Eileen Schulz
Recording Secretary