

MINUTES OF THE



**BOARD OF TRUSTEES  
REGULAR BOARD MEETING  
June 26, 2024**

Mary Herr called the regular board meeting of the Bay County Library System Board of Trustees to order at 5:30 p.m. on June 26, 2024. The meeting was held in the Kantzler Community Room at the Alice and Jack Wirt Public Library, 500 Center Avenue, Bay City Michigan 48708.

The Pledge of Allegiance was recited.

Roll Call: Sue Blondin, Mary Herr, Charlie Parke, Douglas Stone and Paul Travis

Board Members Absent:

Others Present: Kevin Ayala, Trish Burns and Jolene Faber

**STAFF GREETING:** Wendy Grimmer – Librarian Assistant Children’s Services, Sage Branch – One of Wendy’s favorite things she does at BCLS is run the Pups and Pages program (started in 2001) which she kept going through Covid virtually. Wendy also takes care of flyers for programing and contributes to the Children’s Facebook page. She loves being part of the Children’s department and has been in the department since 1996.

**ADDITIONAL AGENDA ITEMS:**

No additional agenda items.

**PUBLIC COMMENTS:** Two members of the public spoke during Public Comments.

**MINUTES – May 22, 2024 (Approve)**

**Motion by P. Travis, seconded by C. Parke, to approve the minutes of the May 22, 2024 regular board meeting. Motion carried.**

**BILLS PAYABLE**

K. Ayala stated that bills payable for the month of May were routine with no concerns to point out.

**Motion by S. Blondin, seconded by P. Travis, to receive the bills payable for the month of May 2024. Motion carried.**

**PENAL FINE REPORT**

K. Ayala reported May penal fines came in at \$39,785.12. For a year-to-date standpoint for what we budgeted, we are in very good shape; no concerns there.

**FINANCIAL REPORT**

K. Ayala reported revenue for May was \$299,146.00 and pointed out we received our Local Community Stabilization Share money which is program that was started in 2014 by the State of Michigan that is a tax to replace the Personal Property Tax which is being phased out. It is a new way of collecting tax by the state and is based on a formula and the Use Tax Act. We never know

how much money we will receive from year to year so we keep our budget estimate low. Revenue wise, we are on track to receive everything we anticipated.

On the expense side, it was another normal routine month; nothing happening unexpectedly. We are currently getting pricing for replacing the A/C at Pinconning.

M. Herr asked about the revenue received from the Friends of the Library line item. K. Ayala explained each branch has a section where patrons can buy used books year round and the proceeds go to the Friends of the Library. The Friends also have their yearly book sale in August.

S. Blondin asked about the repairs on the sidewalk at Wirt and if it came in on budget. K. Ayala stated that even with the change order that we had to improve the drainage, the project came in under budget. The payment for that project will be in the June statements.

**Motion by C. Parke, seconded by P. Travis, to receive the May 2024 Penal Fine and Financial Reports as presented. Motion carried.**

#### ADMINISTRATION REPORT

The Summer Reading Kickoff parties were attended by 1,988 patrons collectively with great weather for each event. The kickoff parties are held to promote signing up for the Summer Reading Program but have also expanded to offer a space for community organizations to have a table as well. These organizations included the Literacy Council, Public Safety, Pups and Pages, Foster Families, Can Council and others.

Sage and Wirt are participating in Meet Up and Read Up again this year. This is a program where kids under the age of 18 can come and receive a free lunch, attend programming and crafts and receive a free book; there is no charge to the library for this program, it is provided through the schools.

Cora Schaeff's TWIG (Tween Interest Group) group came up with a program called Reading Buddies where kids age 9-12 team up with a younger reader grades 2-3 to practice literacy skills and build relationships with each other.

Just a reminder that Director Evaluations are due to D. Stone by the end of the month so they can be compiled for the July board meeting.

We are happy to announce Paul Travis was reappointed to the Library Board for a second term.

**Motion by S. Blondin, seconded by C. Parke to receive the Administration Report as presented. Motion carried.**

#### CORRESPONDENCE

None.

#### COMMITTEE REPORTS

A. Finance Committee – No meeting.

B. Personnel Committee - No meeting.

#### UNFINISHED BUSINESS:

No unfinished business.

D. Stone asked if we still owned the South Side Library location. T. Burns responded that we do still own the building and that is where the office, collection and storage for the Bookmobile is. It is also the location that the Friends use to do the sorting and packing of all the book donations for the yearly book sale.

#### NEW BUSINESS

No new business.

CLOSED SESSION – No closed session.

#### ANNOUNCEMENTS

K. Ayala announced that the yearly audit is wrapping up and everything looks good.

#### ADJOURNMENT

**Motion by P. Travis seconded by D. Stone, to adjourn the meeting at 6:00 p.m. Motion carried.**

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Paul Travis  
Secretary/Treasurer

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Jolene Faber  
Recording Secretary