

SALEM-SOUTH LYON DISTRICT LIBRARY BOARD OF TRUSTEES
Minutes of Regular Board Meeting
Monday, January 6, 2025

President: Denise Stacer
Vice President: Linda Hamilton
Treasurer: Daniel Siivola
Secretary: Hattie Maguire
At Large: Pat Peruski; Russell Sims; Erin Petricca
Director: Paulina Poplawska
Assistant Director: Kathleen Hutchinson
Head of Information Services: Kathy Merucci
Head of IT: Kevin Campbell
Recording Secretary: Kevin Campbell

A. Call meeting to order and verify quorum (25-1)

Vice President Hamilton called the meeting to order in the Meeting Room #1 at the Salem-South Lyon District Library at 7:00 p.m.

Present: L. Hamilton, P. Peruski, D. Siivola, R. Sims, H. Maguire, E. Petricca, P. Poplawska, K. Hutchinson, K. Merucci, T. Robinson, K. Campbell, N. Pratt
K. Campbell - Recording Secretary
A. King – Friends Representative
M. Connely – Staff Representative
Absent: D. Stacer (Excused)

B. Approval of agenda (25-2V)

Motion to approve the agenda was made by H. Maguire; seconded by R. Sims.
Yes: 6;
No: 0.
Motion Carried.

C. Introduction of guests (25-3)

Guests were introduced by P. Poplawska.

D. Approval of past minutes from Regular Board Meeting on November 25, 2024 (25-4V)

Motion to approve the November 25, 2024, minutes was made by E. Petricca;
seconded by P. Peruski.
Yes: 6;
No: 0.
Motion Carried.

E. Public Comment (25-5)

No public comment.

F. Friends of the Library Report

1. Friends Meeting dates/time for 2025 (25-6)

The Friends meet the 2nd Thursday of the month every other month.

The deadline for the Friends Scholarship is January 31.

The Little Free Library is looking for volunteer stewards for 2025.

G. Financial Report

1. Acceptance of November 2024 Financial Report (25-7V)

Motion to accept the November 2024 financial report was made by D. Siivola; seconded by H. Maguire.

Yes: 6;

No: 0.

Motion Carried.

H. Approval for Payroll Report November 2024 (25-8V)

Motion was made to approve the September 2024 Payroll report made by D. Siivola; seconded by P. Peruski.

Yes: 6;

No: 0.

Motion Carried.

I. Approval for Board Review of Bills and credit card purchases for November 2024 (25-9V)

Motion to approve Bills and Credit Card purchases for November 2024 was made by R. Sims; seconded by E. Petricca.

Yes: 6;

No: 0.

Motion Carried.

J. Director Report (25-10)

Submitted for board review by P. Poplawska and filed.

K. Staff Reports (25-11)

Submitted for board review and filed.

Clarification provided on analytics for marketing and storytime registration adjustment.

Many patrons communicated engagement within the library. Are we reaching our target audience? How do we communicate to the public /assess and evaluate social media?

L. Committee Reports

1. Advocacy (25-112)

2. Facilities

A. Upcoming meeting to discuss renovation timing and plans for 2025 (25-13)

What does the community want/feedback from staff requested. Not nixing a consultant. The facilities committee is requesting the data about how patrons utilize our space, and a recommendation of how future space might be used from staff by February 14, 2025.

3. Policy Committee (25-14)

No updates from the policy committee.

4. Budget (25-15)

The budget committee is requesting the Head of Facilities provide the cost of replacing the ERV systems.

The Treasurer gave a proposed amount for spending on library renovations.

5. Professional Development (25-16)

M. Correspondence and communications (24–249)

1. Par Plan News – January 2025 (25-17)

N. Old Business

1. Library Director Goals (25-18)

The board will reassess the goals in 6 months.

2. Officers for 2025 (25-19V)

Motion to maintain the current slate of Officers: D. Stacer, President, L. Hamilton, Vice President, H. Maguire, Secretary, and D. Siivola, Treasurer was made by R. Sims; seconded by E. Petricca.

Yes: 6,
No: 0,
Motion carried.

3. Committees for 2025 (25-20)

There were no committee adjustments made from the prior year. Committees stand.

O. New Business

1. Choose official financial institutions and official newspaper (25-21V)

Motion to maintain the current financial institutions as Huntington, Comerica and MIClass and Official Newspapers as South Lyon Herald and Oakland Free Press was made by D. Siivola; seconded by P. Peruski.

Yes: 6,
No: 0,
Motion carried.

2. **Bequest of Stock (25-22V)**

A long-time patron bequeathed stock to the library. Recognition of patron was requested by a niece. Possible naming of project in the future. Board request to provide brick and mortar ideas for use of funds.

P. Board Comments (25-23)

There were no Board Comments.

Q. Adjournment (25-24)

Meeting adjourned at 7:40 p.m.

I hereby certify that the foregoing is a true and complete copy of the minutes of a special budget and regular meeting of the Salem-South Lyon District Library, Counties of Oakland and Washtenaw, State of Michigan, held on January 6, 2025, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meeting Act, being Act 267, Public Acts of Michigan, 1976, as amended, and Executive Order 2020-75 and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Respectfully submitted, Kevin Campbell, Recording Secretary