

**Minutes of the Regular Meeting of the
Alpena County George N. Fletcher Public Library
Board of Trustees**

Call to Order: A meeting of the Alpena County Library Board of Trustees was called to order on Wednesday, August 21, 2024, at 5:01 p.m. by President Joseph Garber.

Present:

Board of Trustees: Joseph Garber, Dustin Budd, Michelle Cornish, Lauren Mantlo, Quintin Meek

Staff: Jessica Luther, Beth DeCaire

Friends of the Library: Diane Guigar-Pilgrim

Approval of Agenda: There were no additions to the agenda.

Review and Approval of Minutes: It was moved by Budd with support from Meek to accept the minutes from the July 22, 2024, regular meeting and the August 12, 2024, special meeting. The motion passed.

Financial Reports: The financial reports were reviewed by Luther.

Review and Approval of Bills: It was moved by Cornish and supported by Mantlo that the bills as presented be approved. The motion passed.

Director and Leadership Team Report: Luther stated Great Lake Shore Excursions gave the library a check to help offset cruise passengers using the library's restrooms.

Friends of the Library Report: Guigar-Pilgrim estimated the Friends earned around \$4,000 from their annual book sale.

Public Comment:

Bruce Maxwell, Ossineke resident, urged the age-appropriate guidelines be rejected because of the library's new shelving system making it easier to avoid specific books. He stated it was the responsibility of parents to monitor what their children were reading and he thought books selected by library staff were better sources of information than pornographic websites children could access with their phones.

Diane Bauer, Alpena, stated she was glad Great Lake Shore Excursions compensated the library because tourists from the cruises were creating long lines to the restrooms and the cost of restroom maintenance was being paid for with taxpayer dollars. She reiterated that the age-appropriate guidelines should be rejected.

Old Business:

A. Director Search: The Personnel Committee met earlier in the week and decided to obtain quotes from three different search firms. These firms have not yet been contacted.

(DeCaire joined, 5:10 p.m.)

B. Interim Director/Additional Duty Stipends: Garber suggested Christina Markowski be offered the

position of Assistant Interim Director but he was unable to discuss this with Markowski prior to the meeting. DeCaire reminded the trustees that budgeting and budget control are the responsibility of the Library Director and the Board of Trustees and that responsibility needs to fall back to them. Garber recommended the Interim Director be paid an additional \$10 per hour and the Assistant Interim Director be paid an additional \$7 per hour. It was moved by Budd with support from Cornish to accept the pay raise amounts with no names specifically attached to the Interim Director position and to the Assistant Interim Director position. It was determined all additional duty stipends would not exceed what the pay would be for the Library Director.

The Personnel Committee recommended extending Luther's appointment as Interim Director for an additional 30 days. It was moved by Cornish with support from Mantlo to accept the recommendation. The motion passed with Budd abstaining.

The Personnel Committee will meet to delegate the responsibility of drafting the 2025 operating budget and any other additional duty stipends.

C. Collection Development Policy: The trustees reviewed the draft policy, suggested age-appropriate standards put forth by Budd, and the legal review of those standards. A revision to the reconsideration process to increase the time frame for submitting an appeal from 10 days to 30 days was presented. It was moved by Mantlo with support from Cornish to adopt the presented policy with the revision to the reconsideration policy without the age-appropriate standards. The motion passed with dissent from Budd.

D. Foster/Swift Letter of Engagement: Luther recommended extending the Foster/Swift contract through the 2025 calendar year whereas the attorney's pay would increase the following year from \$235 to \$255 per hour. It was moved by Cornish with support from Mantlo. The motion passed.

New Business:

A. Equitable Signatories Update: In the absence of a Library Director, a resolution was presented naming Joseph Garber and Quintin Meek Plan Administrators for the Library's Equivest 457 EDC plan. It was moved by Budd and supported by Cornish to adopt the resolution. Said resolution is attached as part of these minutes.

B. FOIA Policy: Luther requested the library's attorney update the FOIA policy as it is not up to current standards. It was moved by Meek with support from Budd. The motion passed.

C. Dee Newport Fund Request: Luther presented a resolution requesting the Dee Newport Fund cover the \$450 the READ program would need to purchase tutor training materials, student materials, and other expenses. It was moved by Cornish with support from Meek. The motion passed. A copy of the resolution is included with the minutes.

D. 2023 Audit Report: Bound copies of the 2023 Compiled Financial Statements prepared by Straley Lamp & Kraenzlein, PC were distributed.

(Luther exited, 5:57 p.m.)

Other:

It was moved by Budd with support from Mantlo to change the meeting time from 5:00 p.m. to 4:30 p.m. starting in September and ending in December of 2024.

Mantlo- Aye

Budd- Aye
Meek- Aye
Garber- Aye
Cornish- Aye

The motion passed.

Garber stated Luther planned to reorganize nonfiction prioritizing the children and young adult sections.

Adjournment: Garber declared the meeting adjourned at 6:01 p.m. The next meeting will be Wednesday, September 18, 2024 at 4:30 p.m.

Respectfully submitted,



Michelle Cornish

Secretary



Carmen Grubaugh

Recording Secretary



Alpena County George N. Fletcher Public Library

211 N. First Avenue
Alpena, Michigan 49707-2893
Phone: 989-356-6188
Fax: 989-358-0123
www.alpenalibrary.org

At a regular meeting of the Board of the Alpena County George N. Fletcher Public Library held on the 21st day of August 2024 at 5:00 p.m. Eastern Time at the Alpena County George N. Fletcher Public Library in Alpena, Michigan, there were:

Present: Dustin Budd, Joseph Garber, Michelle Cornish
Quintin Meek, Lauren Mantlo

Absent: 6

The following preamble and resolution is offered by Budd and seconded by Cornish.

The Library Board of the Alpena County George N. Fletcher Public Library hereby requests Equitable Advisors to update the Plan Administrators for Alpena County Library's Equivest 457 EDC plan to the following:

Plan Number: 804439

Administrators Names/Titles: Joseph Garber, Board President
Quintin Meek, Board Treasurer

Only one of the above named individuals' signatures is needed to authorize plan changes.

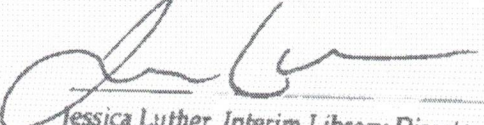
Yes: All

No: None

The resolution was declared adopted.

The undersigned, being the duly qualified Interim Director of the Alpena County George N. Fletcher Public Library, certifies that the foregoing is a true and complete copy of a resolution duly adopted by this board at a regular meeting held on the 21st day of August 2024, at which a quorum was present and remained throughout and that an original thereof is on file in the records of this Board. I further certify the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, and amended and that minutes of such meeting were kept and will be or been made available as required thereby.

Dated August 21, 2024


Jessica Luther, Interim Library Director



Alpena County George N. Fletcher Public Library

211 N. First Avenue
Alpena, Michigan 49707-2893
Phone: 989-356-6188
Fax: 989-356-2765
www.alpenalibrary.org

At a regular meeting of the board of the Alpena County George N. Fletcher Public Library held on the 21st day of August 2024 at 5 PM Eastern time at the Alpena County George N. Fletcher Public Library in Alpena, Michigan, there were:

Present: Joseph Garber, Dustin Budd, Michelle Cornish, Quintin Meek, Lauren Mantlo

Absent: none

The following preamble and resolution is offered by Cornish and seconded by Meek.

The Library Board of the Alpena County George N. Fletcher Public Library hereby requests the disbursement of \$450.00 from the Dee Newport Adult Literacy Fund held at the Community Foundation for Northeast Michigan for the purpose of purchasing tutor training materials, membership with ProLiteracy, and student materials for the READ Adult Literacy Program.

YES: 5

NO: 0

The Resolution was declared adopted.

The undersigned, being the duly qualified Interim Director of the Alpena County George N. Fletcher Public Library, certifies that the foregoing is a true and complete copy of a resolution duly adopted by this board at a regular meeting held on the 21st day of August 2024, at which a quorum was present and remained throughout and that an original thereof is on file in the records of this Board. I further certify the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, as amended, and that minutes of such meeting were kept and will be or been made available as required thereby.



Interim Library Director

DATED: August 21, 2024