

Albion District Library
Board of Trustees Meeting
Learning Center/Maker Space (lower level)
June 27, 2024

The meeting was called to order by President Bollman at 6:10 pm.

Roll Call

Present: Laura Bollman, Kathryn Brautigam, Phillip Kidder, Cary Soltis, Eric Krause
Absent: Alma Morgan

Public Comment

None

Approval of Agenda

Motion to approve agenda by Krause 2nd by Soltis. All in favor, motion carried.

Old Business:

Regular Meeting Minutes May 25, 2024

Motion to approve the minutes by Krause, 2nd by Soltis All in favor, motion carried.

Financial Statements (May 2024)

Balance Sheet: Total assets \$2,262,019.65, +2.8% year over year.

Profit and Loss

Local Millage/Taxes: \$657,951.58, 96.8 % of budget. Total revenue: \$765,940.62, 80.2% of budget. Total expenses: \$408,219.84, 37.7% of budget.

Check Detail

90 checks written for the month of May 2024

Motion to accept financials made by Krause, 2nd by Soltis. Roll call vote: Bollman - yes, Krause - yes, Brautigam - yes, Kidder - yes , Soltis - yes. Motion carried.

Committee Reports

Facility Committee: Review of the draft Facility Condition Assessment. Priority projects include repair/replacement to the Ash Street entry walkway, ADA compliance items identified (including the lower level emergency exit and drinking fountains), investigation of the water encroachment discovered in two part of the lower level

Finance Committee: Audit report complete and report to be presented to the Board in July or August, coordinated with the auditor

Policy Committee: August meeting planned. Discussion topics include added a time limit of public comment at Board meetings, selection and reconsideration policy for

circulating materials, further update to the fines and fees schedule.

Personnel Committee: A Letter was composed to the Director from Personnel on results of evaluation, plus suggestions for 2024 and 2025 priorities (community outreach, millage campaign preparation and training, and official director job description). Special Note: Personnel meet with the Director on June 29, 2024 to review the Board's letter to the Director.

New Business

None

Director Report:

Report in packet. ADL welcomed 57 visitors during the 20 additional cooling center hours during the heatwave. Waiting for a quote for the generator. Director Stanczak on vacation July 19-August 4, 2024.

Public Comment

None

Board Comment

None

Motion to Excuse Absent Trustees

Motion to excuse Alma Morgan made by Soltis, 2nd by Krause. All those in favor. Motion passes.

Meeting adjourned at 7:29 pm.

Next meeting: July 25, 2024 - 6:00 pm