

**MINUTES OF THE THOMAS TOWNSHIP LIBRARY  
BOARD OF TRUSTEES MEETING  
MARCH 21<sup>ST</sup>, 2024**

THE MEETING WAS CALLED TO ORDER AT 4:00 P.M. BY MR. DOUGLAS BIRD, PRESIDENT, IN THE MEETING ROOM AT THE THOMAS TOWNSHIP LIBRARY, 8207 SHIELDS DRIVE, SAGINAW, MI 48609.

**PRESENT:** MR. DOUGLAS BIRD, PRESIDENT; MRS. LYNDA THAYER, SECRETARY/TREASURER; MRS. LUANN MARX, TRUSTEE; MRS. DONNA TROMBLEY, TRUSTEE.

**ABSENT:** MRS. JODI HOLLIS, VICE PRESIDENT; MRS. JANET KENNELLY, TRUSTEE; MS. JANET ADAIR, YOUTH SERVICES LIBRARIAN.

**OTHERS PRESENT:** MS. TARI DUSEK, LIBRARY DIRECTOR.

**AGENDA:** MRS. MARX MOTIONED TO APPROVE THE AGENDA AS PRESENTED, SECONDED BY MRS. TROMBLEY. THE MOTION WAS APPROVED BY ALL TRUSTEES.

**MINUTES:** THE FEBRUARY 15<sup>TH</sup>, 2024 MINUTES WERE REVIEWED. MRS. TROMBLEY MOVED TO ACCEPT THE MINUTES AS PRESENTED, SECONDED BY MRS. MARX. MOTION CARRIED.

**BUDGET HEARING:** AN AMENDED VERSION OF THE 2024/2025 BUDGET WAS PRESENTED. THERE WERE FOUR REVENUE LINE ITEMS THAT WERE AMENDED AND SEVEN EXPENSE LINE ITEMS THAT WERE REVISED. AFTER DISCUSSING THE CHANGES, MRS. THAYER MOVED TO ACCEPT THE 2024/2025 AMENDED BUDGET AS PRESENTED, SUPPORTED BY MRS. MARX. THE BUDGET WAS APPROVED BY ALL TRUSTEES, THE HEARING NOTICE FOR THE 2024/2025 BUDGET WAS PUBLISHED IN *THE SAGINAW VIEWS* ON FRIDAY, MARCH 15<sup>TH</sup>, 2024.

**FINANCES:** THE MARCH 21<sup>ST</sup>, 2024 FINANCES WERE REVIEWED. EXPENSES INCLUDED THE PROPERTY/LIABILITY INSURANCE, PERIODICAL RENEWALS, SUMMER READING SUPPLIES, JOLETEC AND THE ADMINISTRATIVE FEE. INCOME INCLUDED FUNDS FROM THE EVA EARLE TRUST, GRAMS MEMORIAL LIBRARY FUND AND THE PPT REIMBURSEMENT FROM THE STATE OF MICHIGAN. THERE WERE NO FURTHER QUESTIONS OR COMMENTS. MRS. THAYER MOTIONED TO ACCEPT THE MARCH 21<sup>ST</sup>, 2024 FINANCES AS PRESENTED. THE MOTION WAS SUPPORTED BY MRS. TROMBLEY AND APPROVED BY ALL TRUSTEES.

THE FRIENDS OF THE LIBRARY CD HELD AT THE STATE BANK WAS RENEWED FOR TWELVE MONTHS AT 4.32% APY.

**OPEN TO THE PUBLIC:** NONE.

**COMMUNICATIONS:** HERBERT ROOFING WAS CONTACTED AND REPLACED SHINGLES BECAUSE OF NAIL POPS. RUSS TAYLOR WAS UNABLE TO STOP BY AT 3:30 TODAY TO DISCUSS THE PARKING LOT WITH MR. BIRD AND MS. DUSEK. THIS WILL BE RESCHEDULED. A LUNCHEON WILL BE HELD ON MARCH 26<sup>TH</sup> ACKNOWLEDGING JANET ADAIR'S DEPARTURE, AND DEBORAH SCHELL'S RETIREMENT. ON MARCH 20<sup>TH</sup> A PATRON WAS USING AN INTERNET COMPUTER NEAR CLOSING TIME. AFTER HE LEFT THE BUILDING STAFF DISCOVERED THAT HE HAD DEFACED THE TOP OF THE PONY WALL WITH A PEN. A POLICE REPORT WAS FILED THE FOLLOWING MORNING. MR. DUBY WILL SAND, FILL IN THE INDENTATIONS AND REPAINT THE TOP OF THE WALL.

**UNFINISHED BUSINESS:**

ON MARCH 18<sup>TH</sup> WEBMASTER, ALYSSA WALTERS, PROVIDED ONSITE BASIC TRAINING FOR THREE OF THE LIBRARY STAFF. SHE WILL SOON BE UNAVAILABLE FOR APPROXIMATELY 8 WEEKS.

THE LIBRARY WILL BE CLOSED ON FRIDAY AND SATURDAY, MARCH 29<sup>TH</sup> AND 30<sup>TH</sup> FOR EASTER.

**NEW BUSINESS:**

THE EXPENSE LINE ITEM AMENDMENTS FOR THE 2023/2024 FISCAL YEAR WERE PRESENTED FOR APPROVAL. FIVE LINE ITEMS WERE INCREASED AND ONE LINE ITEM WAS DECREASED. A MOTION WAS MADE BY MRS. MARX TO ACCEPT THE PROPOSED AMENDMENTS AS PRESENTED. MRS. TROMBLEY SUPPORTED THE MOTION AND IT WAS APPROVED BY ALL.

THE GENERAL APPROPRIATIONS ACT FOR 2024/2025 WAS SUBMITTED FOR BOARD APPROVAL. THE DOCUMENT WAS REVIEWED AND PAGE 2 WAS DISCUSSED IN LENGTH. MRS. THAYER MOVED TO ACCEPT THE GENERAL APPROPRIATIONS ACT AS PRESENTED. MRS. TROMBLEY SECONDED THE MOTION AND IT PASSED UNANIMOUSLY.

A REQUEST WAS MADE TO THE MICHIGAN MUNICIPAL LEAGUE FOR A PROPERTY APPRAISAL TO BE DONE IN 2024.

MR. BIRD HAS BEEN IN CONTACT WITH COMIC ARTIST JAY FOSGITT. THE POSSIBILITY OF MR. FOSGITT MAKING AN APPEARANCE AT THE LIBRARY IN NOVEMBER, 2024 IS IN THE PLANNING STAGE.

MRS. TROMBLEY SPOKE ABOUT AUTHOR MELANIE BENJAMIN AND WILL CONTACT HER.

AT 5:13 PM MRS. MARX MOTIONED, SUPPORTED BY MRS. TROMBLEY TO CONVENE INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS. ALL APPROVED. MRS. MARX MOVED TO CONCLUDE THE EXECUTIVE SESSION AT 6:09 PM. ALL VOTED AYE.

MR. BIRD STATED THAT THE NEXT BOARD MEETING WILL BE HELD AT 4:00 P.M. ON THURSDAY, APRIL 18<sup>TH</sup>, 2024 IN THE MEETING ROOM AT THE THOMAS TOWNSHIP LIBRARY.

MRS. TROMBLEY MOTIONED THAT THE MEETING AJOURN AT 6:11 P.M., SUPPORTED BY MRS. MARX. ALL VOTED IN FAVOR. MEETING AJOURNED.

  
LYNDA THAYER, SECRETARY/TREASURER

  
TARI DUSEK, DIRECTOR