

**MINUTES OF THE THOMAS TOWNSHIP LIBRARY
BOARD OF TRUSTEES MEETING
AUGUST 15TH, 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. JANET KENNELLY, TRUSTEE.

ABSENT: MRS. JODI HOLLIS, VICE PRESIDENT; MRS. LUANN MARX, TRUSTEE; MRS. DONNA TROMBLEY, TRUSTEE.

OTHERS PRESENT: MS. TARI DUSEK, LIBRARY DIRECTOR.

AGENDA: MRS. KENNELLY MOTIONED TO APPROVE THE AGENDA AS PRESENTED. THE MOTION WAS SECONDED BY MRS. THAYER AND APPROVED BY ALL TRUSTEES.

MINUTES: THE JULY 18TH, 2024 MINUTES WERE REVIEWED. MRS. KENNELLY MOVED TO ACCEPT THE MINUTES AS PRESENTED. MRS. THAYER SUPPORTED THE MOTION AND ALL VOTED AYE.

MINUTES: THE MINUTES FROM THE SPECIAL MEETING HELD ON JULY 31ST, 2024 AT 8:00 A.M. WERE REVIEWED. MRS. THAYER MOVED TO ACCEPT THE MINUTES, SECONDED BY MRS. KENNELLY. THE MINUTES WERE APPROVED UNANIMOUSLY.

MINUTES: THE MINUTES FROM THE SPECIAL MEETING HELD ON AUGUST 5TH, 2024 AT 10:00 A.M. WERE REVIEWED. MRS. THAYER MOVED TO ACCEPT THE MINUTES AS PRESENTED, SUPPORTED BY MRS. KENNELLY. ALL OF THE TRUSTEES VOTED AYE,

FINANCES: THE AUGUST 15TH, 2024 FINANCES WERE REVIEWED. THERE WERE NO QUESTIONS OR COMMENTS REGARDING THE EXPENSES. THE AUGUST MONTHLY REVENUES INCLUDED THE ANNUAL PENAL FINE PAYMENT, THE LIBRARY OF MICHIGAN STATE AID PAYMENT, A \$300.00 MINI GRANT FROM THE WHITE PINE COOPERATIVE AND MEMORIAL INCOME. MRS. THAYER MOTIONED TO ACCEPT THE AUGUST 15TH, 2024 FINANCES AS PRESENTED. MRS. KENNELLY SECONDED THE MOTION AND IT WAS APPROVED BY ALL TRUSTEES.

A STATEMENT SHOWING THE FINANCIAL ACTIVITY FROM 1/1/2024 THROUGH 6/30/2024 FOR THE THOMAS TOWNSHIP LIBRARY ENDOWMENT FUND WAS RECEIVED FROM THE SAGINAW COMMUNITY FOUNDATION.

OPEN TO THE PUBLIC: NONE.

COMMUNICATIONS: A THANK YOU CARD WAS RECEIVED FROM SUE DEGUES ACKNOWLEDGING THE MONETARY MEMORIAL GIFT, AND MEMORIAL BOOK THAT WAS ADDED TO THE COLLECTION IN RECOGNITION OF HER MOTHER'S PASSING. THE TEE SPONSORSHIP FOR THE THOMAS TOWNSHIP KIWANIS CLUB FUND RAISER WAS SUBMITTED BY THE FRIENDS.

UNFINISHED BUSINESS:

R. BIRD AND MRS. MARX MET WITH MELISSA MCCARTHY ON TUESDAY, AUGUST 6TH AT 4:00 P.M. SALARY AND HEALTH BENEFITS WERE DISCUSSED. HER ESTABLISHED START DATE IS SEPTEMBER 9TH. MRS. MARX IS IN THE PROCESS OF DEVELOPING A WRITTEN CONTRACT.

MR. BIRD REPORTED THAT THERE IS NO UPDATE ON THE PURCHASE OF THE PREVIOUSLY DISCUSSED TECHNICAL EQUIPMENT. THIS CONTINUES TO BE WORKED ON.

A CONTRACT FOR THE PRESENTATION BY JAY FOSGITT IS IN THE MAKING. A CERTIFICATE OF LIABILITY OR SOLE PROPRIETOR FORM, AND A W-9 WILL BE REQUIRED FROM MR. FOSGITT.

MR. BIRD REPORTED THE MRS. MARX WAS PLANNING TO TAKE THE INITIAL QUOTE FOR THE DIGITAL SIGN TO TWO ADDITIONAL VENDORS FOR COMPARABLE QUOTES. THE QUESTION OF WHETHER OR NOT A CLOSING DATE HAD BEEN ESTABLISHED FOR THE SUBMISSION OF QUOTES WAS ASKED.

MS. DUSEK REPORTED, AFTER SPEAKING WITH THE TOWNSHIP MANAGER, THAT THE LIBRARY MAY BE ABLE TO HAVE THE TOWNSHIP LOGO ADAPTED IN A WAY THAT WOULD ALSO REPRESENT THE LIBRARY INDIVIDUALLY BUT ALSO SHOW THAT THERE IS A CONNECTION TO THE TOWNSHIP.

A COPY OF THE REVISED PURCHASING POLICY WAS DISTRIBUTED TO TRUSTEES.

NICK MCGUIRE, FROM YEAGER ASPHALT, WILL STOP BY TO VIEW THE WIDER CRACKS IN THE ASPHALT TO DETERMINE IF THEY CAN BE FILLED OR IF IT WOULD BEST TO CUT OUT THOSE AREAS AND REPLACE THE ASPHALT. THE QUOTE FOR THE EXTRA WORK WILL BE PROVIDED AFTER HE ASSESSES THE SITUATION.

TWO ESTIMATES WERE OBTAINED TO WASH THE EXTERIOR AND INTERIOR OF THE PERIMETER WINDOWS. ONE WAS FROM THE CLEAN TEAM FOR \$375.00 AND THE OTHER FROM SPARKLE PRO. SPARKLE PRO WILL BE CONTACTED TO VERIFY THEIR BID BEFORE A DECISION WILL BE MADE.

NEW BUSINESS:

THE FINANCIAL STATISTICS FOR THE DECEMBER MILLAGE LEVY WERE PRESENTED AND REVIEWED. SEVERAL OPTIONS WERE DISCUSSED. DUE TO THE PROJECTED INFLATION RATE DETERMINED BY THE CONGRESSIONAL BUDGET OFFICE COMPUTATIONS WERE BASED ON A 2% INCREASE. THE TOTAL TAXABLE VALUE OF THE TOWNSHIP INCREASED THIS YEAR. MRS. KENNELLY MOTIONED TO LEVY THE 10 YEAR MILLAGE AT .1900 AND THE 20 YEAR MILLAGE AT .4000. MRS. THAYER SUPPORTED THE MOTION AND ALL TRUSTEES VOTED AYE.

FORTHCOMING CHANGES TO THE MINIMUM WAGE AND NEW EARNED SICK DAYS FOR ALL EMPLOYEES IN MICHIGAN WILL TAKE EFFECT IN 2025. THE CURRENT MINIMUM WAGE IS \$10.33 PER HOUR. THE UPDATED MINIMUM WAGE STARTING FEBRUARY 21, 2025 WILL BE DETERMINED BY NOVEMBER 1ST, 2024. UNDER THE EARNED SICK TIME ACT (ESTA) ALL EMPLOYEES NOT EMPLOYED BY THE FEDERAL GOVERNMENT MUST HAVE PAID LEAVE. UNDER THE ACT EMPLOYEES ACCRUE ONE HOUR OF PAID TIME FOR EVERY 30 HOURS WORKED. MORE INFORMATION WILL BE FORTHCOMING.

THE LIBRARY WILL BE CLOSED FOR LABOR DAY ON SATURDAY, AUGUST 31ST THROUGH MONDAY, SEPTEMBER 2ND.

MR. BIRD STATED THAT THE NEXT BOARD MEETING WILL BE HELD AT 4:00 P.M. ON THURSDAY, SEPTEMBER 19TH, 2024 IN THE MEETING ROOM AT THE THOMAS TOWNSHIP LIBRARY.

MRS. THAYER MOTIONED THAT THE MEETING AJOURN AT 5:13 P.M., SUPPORTED BY MRS. KENNELLY. ALL VOTED IN FAVOR. MEETING AJOURNED.


LYNDA THAYER, SECRETARY/TREASURER


TARI DUSEK, DIRECTOR