

WIXOM PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES OF REGULAR BOARD MEETING
Monday, March 27, 2023 7:00 p.m.

1. **CALL TO ORDER:** The meeting was called to order at 7:21 p.m. by Veronica. Board members present: Leah Gettings, Dulcie MacQueen, Veronica Simmons and Allison Wert. Staff Present: Andrea Dickson, Library Director and Carol Barone, Executive Assistant. Excused Absent: Christie Currier and Delores (Dee Dee) Grant.
2. **APPROVAL OF AGENDA:** A motion was made by Allison and supported by Dulcie to approve the agenda as presented. Motion passed.
3. **CALL TO THE PUBLIC:** No public present.
4. **APPROVAL OF MINUTES:** The minutes of the Regular Meeting of February 27, 2023, were included in the board packet. A motion was made by Leah and supported by Dulcie to approve the minutes of the Regular Meeting of February 27, 2023. Motion passed.
5. **APPROVAL OF EXPENDITURES:** The board packet contained the expenditure report for March 2023. There were no questions from the Board. A motion was made by Leah and supported by Allison to approve the expenditure report as presented in the board packet. Motion passed.
6. **BUDGET REVIEW:** A budget update was included in the board packet. There were no questions from the Board about the budget update.
7. **DIRECTOR'S REPORT:** Andrea received recommendations for audit firms for next year's audit and will contact them for quotes and references. She will present it to the Board for their approval once she has that information. The Library's carpet was cleaned after-hours on March 20. The board packet contained articles to keep the Board informed about intellectual freedom and the legislative bill on obscene materials.
8. **UPDATE FROM CITY COUNCIL MEETINGS:** There were no updates from City Council.
9. **UPDATE FROM THE FRIENDS OF THE LIBRARY:** The Friends Silent Auction takes place April 17-29 and the Spring Book Sale is May 3-6.
10. **COMMUNICATIONS:** There was one comment about offering ESL classes to little kids.
11. **UNFINISHED BUSINESS:** There was no unfinished business.
12. **NEW BUSINESS:**
 - a. **FY 2023-2024 Budget Discussion**

Andrea is working on the Fiscal Year 2023-2024 budget and wanted to discuss with the Board priorities for funding. The board packet contained a budget planning memo. The items discussed included the demand for digital materials. The first priority in the space plan update is to build individual study rooms in the adult area, then work on a teen

space. Andrea is working with TLN to determine what computers should be replaced next year and to update our computers to the latest version of Microsoft Office. Board recommended increasing program budget based on current demand. When Andrea receives revenue figures from the city, she will schedule a meeting with the budget committee and complete the first draft of the budget. The budget draft will then be on the April agenda for discussion with approval from the Board at the May meeting.

b. Establishment of a Public Hearing date to adopt the FY 2023-2024 Library Budget

The Library Board is required to hold a public hearing on the proposed FY 2023-2024 Library budget. A motion was made by Allison and supported by Leah to schedule a Public Hearing on May 22, 2023 at 7:00 p.m. on the FY 2023-2024 Library Budget. Motion passed.

13. CALL TO THE PUBLIC: No public present.

14. BOARD MEMBERS' COMMENTS: There were no comments from the Board.

15. NEXT MEETING DATE: The next Regular Meeting is Monday, April 24, 2023 at 7 p.m.

16. ADJOURNMENT: A motion was made by Allison and supported by Leah to adjourn the meeting at 7:42 p.m.

Respectfully submitted,
Carol Barone, Executive Assistant