

WIXOM PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES OF REGULAR BOARD MEETING
Monday, June 24, 2024 7:00 p.m.

1. CALL TO ORDER: The meeting was called to order at 7:02 p.m. by Veronica Simmons. Board members present: Leah Gettings, Jen Griffen, Delores (Dee Dee) Grant, Dulcie MacQueen, Veronica Simmons. Staff Present: Andrea Dickson, Library Director, and Christy Taylor-Pruitt, Children’s Librarian. Excused Absent: Allison Wert.
2. APPROVAL OF AGENDA: A motion was made by Dee Dee Grant and supported by Dulcie MacQueen to approve the agenda as amended. Motion passed.
3. CALL TO THE PUBLIC: No public present.
4. APPROVAL OF MINUTES: The minutes of the Regular Meeting of May 20, 2024, were included in the board packet. A motion was made by Jen Griffen and supported by Dee Dee Grant to approve the minutes as written. Motion passed.
5. APPROVAL OF EXPENDITURES: The board packet contained the expenditure report. A motion was made by Dee Dee Grant and supported by Leah Gettings to approve the expenditure report as presented in the board packet. Motion passed.
6. BUDGET REVIEW- The budget update for the period ending June 30, 2024, was included in the board packet. There were questions from the Board.
7. DIRECTOR’S REPORT – The second payment from the Local Community Stabilization Authority was received, for a total of \$110,544.55. A donation of \$450 from the Wixom-Walled Lake Lions Club was received. Donations for the Dave Dickson Memorial Fund totalled \$3,074 and will be used for additional panels in the learning corner of the Children’s Department. The city renovation project held its kickoff meeting June 13 and Andrea is coordinating the bookshelf moving with the two contractors. The playground also opened June 13 and is very popular. The meeting room walls are in need of a protective wall covering and Andrea has discussed options with Veronica. The TLN Board approved the RFID project for shared system libraries and Andrea will have RFID as a discussion item on the July agenda. Due to expected changes to the FLSA salary exemption thresholds, Andrea is examining where reclassifications will be needed.
8. UPDATE FROM CITY COUNCIL MEETINGS: No updates from City Council.
9. UPDATE FROM THE FRIENDS OF THE LIBRARY: No updates from the Friends of the Library.

10. COMMUNICATIONS: There was one suggestion in the packet for adult and children's books by Dr. Scott Hahn. Dr. Hahn has written no children's books and his most popular adult title will be purchased in the next fiscal year. Other titles are available in the shared system.

11. UNFINISHED BUSINESS:

- a. **Courtyard Improvements** – The board packet contained various options for outdoor musical instruments in the courtyard. Board members reviewed the options and agreed to the purchase of two musical instruments from Percussion Play, with the Friends of the Library purchasing one instrument. Andrea will order the instruments this week.

12. NEW BUSINESS:

- a. **FY 2023 –2024 Year-End Budget Amendments:** The packet contained budget amendments to even out accounts for the fiscal year end. There were no questions from the Board.

A motion was made by Leah Gettings and supported by Jen Griffen to approve Year-End Budget Amendments as written in the Board packet. Motion passed.

- b. **Consideration of holding a Closed Session under section 8(a) of the Open Meetings Act to conduct the annual evaluation of the Library Director:**

A motion was made by Leah Gettings and supported by Jen Griffen to enter Closed Session.

Roll call vote: Leah, Dee Dee, Dulcie, Jennifer and Veronica. Motion passed. Entered into Closed Session at 7:36 p.m.

A motion was made by Jen Griffen and supported by Leah Gettings to return to Open Session.

Returned from Closed Session at 7:47 p.m.

13. CALL TO THE PUBLIC: No public present.

14. BOARD MEMBERS' COMMENTS: No comments.

15. NEXT MEETING DATE: The next Regular Meeting is Monday, July 22, 2024 at 7:00 p.m.

16. ADJOURNMENT: A motion was made by Jen Griffen and supported by Leah Gettings to adjourn the meeting at 7:49 p.m.

Respectfully submitted,
Christy Taylor-Pruitt, Recording Secretary
Leah Gettings, Secretary