

WIXOM PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES OF REGULAR BOARD MEETING
Monday, September 22, 2025 7:00 p.m.

1. CALL TO ORDER: The meeting was called to order at 7:00 p.m. by Dee Dee. Board members present: Al Boyko, Leah Gettings, Delores (Dee Dee) Grant, Dulcie MacQueen and Veronica Simmons. Staff Present: Andrea Dickson, Library Director and Carol Barone, Executive Assistant. Also Present: Becky Spagnuolo. Excused Absent: Jen Griffen.
2. APPROVAL OF AGENDA: A motion was made by Veronica and supported by Al to approve the agenda as presented. Motion passed.
3. CALL TO THE PUBLIC: No comments from the public.
4. APPROVAL OF MINUTES: The minutes of the Regular Meeting of August 11, 2025, was included in the board packet. A motion was made by Veronica and supported by Al to approve the minutes of the Regular Meeting of August 11, 2025 as written. Motion passed.
5. APPROVAL OF EXPENDITURES: The board packet contained the expenditure report. The previous Board meeting was early in August therefore the expenditure report is showing entries for July and August on multiple accounts. Also, TLN was behind in sending us invoices so we had two invoices from them in fiscal year 2024-2025. A motion was made by Leah and supported by Al to approve the expenditure report as presented in the board packet. Motion passed.
6. BUDGET REVIEW: Andrea provided the group with a balance sheet for period ending June 30, 2025, that shows our fund balance information. There were no questions from the Board.
7. DIRECTOR'S REPORT: The City's new janitorial company, RNA, started on September 2.

The FY 2026 state budget has not been approved. At this time, the House version of the budget does not include LSTA funding awarded from the federal government for FY 2026. If not included in the final budget, the Library of Michigan would not be able to expend the funds to pay for MeL and MeLCat services.

Angela attended the Accessibility Services Roundtable on August 14. She shared several ideas with the other librarians after the conference.
Melitta will be attending the TLN Tech Forum. This year's forum focuses on AI.

Three librarians will attend MLA at the end of October.

Holly Township Library and Capital Area District Library are joining TLN. The additional libraries will provide additional funding to TLN from State Aid payments.

8. UPDATE FROM CITY COUNCIL MEETINGS: There was nothing new to report from the City Council meeting.
9. UPDATE FROM THE FRIENDS OF THE LIBRARY: The Board packet contained the Friends quarterly meeting minutes of August 5. They are preparing for the Fall Book Sale on October 15-18.
10. COMMUNICATIONS: There were four comments in the suggestion box this month.
11. UNFINISHED BUSINESS:
 - a. **Craft Room Walls:** At the August meeting, the Board requested that Andrea get pricing on installing Acrovyn around the entire lower perimeter of the Craft Room. The board packet contained all the options and quotes. The Board discussed the options. They decided on Option 1 to paint and patch the Craft Room with the addition of a chair rail protective band to protect the walls from damage. A motion was made by Veronica and supported by Leah to approve painting and patching the Craft Room with the add on option to install an Acrovyn rubstrip around room perimeter for a cost not to exceed \$5,000. Motion passed.
 - b. **Study Room Furniture:** Previously the Board selected the TMC Wyoming Chair option for the 10 study room chairs and they asked Andrea to obtain a quote for a custom cutout of our new logo on the backs of the chairs. The manufacturer, TMC, would not be able to do a cutout of our logo as there would be too many weak points in the chair due to the logo's angles. Andrea discussed with the Board alternative options that included standard cutouts and custom imprints that would only work on an alternate chair. A motion was made by Leah and supported by Dulcie to purchase the Wyoming chair in the Lime and Aqua color stains with no cutout or imprint for a total of \$4,915. Motion passed.
 - c. **Patron Point:** The Board packet contained a quote from Patron Point. Andrea also provided a detailed Patron Point platform overview and references from Novi Public Library. The Board discussed the features of Patron Point. A motion was made by Leah and supported by Veronica to approve Patron Point with the base platform with Verify and Recommendations for a cost of \$8,050. Motion passed.

Approved: October 27, 2025

12. NEW BUSINESS:

- a. **2026 Holiday Schedule:** The proposed holiday closing schedule is included in the Board packet. The Library Network creates its shared system calendar for the following year. Designating the Library closed on a given date in the shared system means that we will not issue due dates for that date. A motion was made by Leah and supported by AI to approve the proposed 2026 Holiday Closures presented in the Board packet. Motion passed.

13. CALL TO THE PUBLIC: No comments from the public.

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

15. NEXT MEETING DATE: The next Regular Meeting is Monday, October 27, 2025 at 7:00 p.m.

16. ADJOURNMENT: A motion was made by Leah and supported by Veronica to adjourn the meeting at 7:45 p.m.

Respectfully submitted,
Carol Barone,
Executive Assistant