DRAFT

Proposed Minutes of the
Chesterfield Township Library
Regular Board Meeting
March 19, 2025

Library Board President, Murney Bell, called the meeting to order at the Chesterfield Township Library, located at 50560 Patricia Avenue, Chesterfield Township, MI at 6:30 p.m.

PRESENT:
Murney Bell, Annette Goike, Troy Cunningham, Megan Rock, Patricia Johnson, Lisa Mannino

ALSO PRESENT:
Eric Magness-Eubank, Library Director; Breck McCrory, Deputy Director; Hillary LaBonte, Accounting Administrator

ABSENT: None

Approval of Agenda:
Trustee Johnson moved to approve the agenda, with support by Trustee Goike.
AYES: All **APPROVED**
NAYS: None
MOTION CARRIED

Approval of Consent Agenda:
The Consent Agenda contained minutes for the February 19, 2025 meeting, YTD Budget Report for February 2025, Treasurer's Report for January 2024, Expense Report for February 2025, and the Statistical Report for February 2025. Motion by Trustee Goike to approve the Consent Agenda, with support by Trustee Rock.
AYES: All **APPROVED**
NAYS: None
MOTION CARRIED

Old Business:
Action Item 5A - "Director Contract" - the Board requested a clean copy of the contract to review before next month's meeting. **NO ACTION**

Action Item 5B - "Bookmobile" - the Director gave an overview of the proposals received for bookmobile options. The Board discussed the details of insurance, timeline, and availabilty of options. **NO ACTION**

Action Item 5C - "Earned Sick Time Act Redux" - the Director noted a slight change was made to the PTO accounting system, to be in alignment with the adopted policy. **NO ACTION**

Action Item 5D - "Youth Services Librarian" - the Director provided an update on the ongoing search for a Youth Services Librarian. **NO ACTION**

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New Business:

Action Item 6A - "Trinity Library Celebration" - the Director invited the Board to the upcoming celebration of the anniversary of the Trinity Library on Tuesday, May 13th, 2025 at 5:00 p.m.

NO ACTION

Action Item 6B – "Contaminated Materials (Bedbugs) Policy" - because of recent instances of contaminated materials, the Suburban Library Cooperative asked all member libraries to implement a contaminated materials policy. Motion by Trustee Goike to approve the contaminated materials policy as submitted, with support by Trustee Mannino.

AYES: All

APPROVED

NAYS: None

MOTION CARRIED

Action Item 6C - "Shane Stewart Memorial" - the Director noted the one-year anniversary of the passing of longtime Circulation Supervisor Shane Stewart. He stated that the family and Library staff are still considering options of how to recognize his contributions to the Library.

NO ACTION

Action Item 6D - "Trustee Education" - the Director and Board reviewed the bylaws, code of ethics, and a list of potential topics for future trustee education.

NO ACTION

PUBLIC COMMENT

PUBLIC COMMENTS

Trustee Goike asked for details on the recent executive order regarding the Institute of Museum and Library Services. The Director provided information on how the results could affect the library, including the elimination of grants, reductions of the MelCat system, library cooperatives, and other statewide funding.

Adjournment:

ADJOURNMENT

Motion by Trustee Cunningham with support by Trustee Johnson to adjourn at 7:32 PM.

AYES: All

APPROVED

NAYS: None

MOTION CARRIED

Next Meeting Date:

April 16, 2025

Megan Rock, Secretary