



Board of Trustees
Kenneth A. Bearden
Carolyn A. Harris
Maria L. Lanstra
Paula E. Neuman
Genevieve L. Simpson
Library Director
Laura Gramlich

The regular meeting of the Board of Trustees of the Bacon Memorial District Library was held at the Library on **Monday, September 11, 2023 @ 3:30 p.m.**

PRESENT: Members: Kenneth Bearden
Carolyn Harris
Maria Lanstra
Paula Neuman
Genevieve Simpson
Library Director: Laura Gramlich
Administrative Assistant: Joann Hedger

I. **The regular meeting was called to order at 3:30 pm by President Bearden**

II. **MINUTES Motion to approve the minutes from the August 14, 2023 regular board meeting moved by Paula Neuman, seconded by Maria Lanstra. Without exception, roll attached**

III. **HEARING OF THE PUBLIC No comments were made.**

IV. **REPORTS The Board thinks it is wonderful that circulation numbers are up, even higher than in 2018. They were also pleased to see all the positive comments about the library and staff from the raffle for Detroit Tiger's tickets. Paula Neuman made a motion to accept the Director's & staff reports, Maria Lanstra seconded. Without exception, roll attached**

V. **UNFINISHED BUSINESS**

- A. **Renovation of the Main Library** Laura shared with the Board that MCD has been in to take measurements for the space utilization study.
- B. **Grace Powell Donation** No update at this time
- C. **Packet from Lynne & Kelly** Kenneth Bearden and Carolyn Harris will start going over salaries soon.
- D. **Internal Gutter System** Brian shared with Laura that the quote was higher than he thought it would be, and that he is trying to break the project into smaller chunks of work.
- E. **Basement Windows** Adkins & Sons sent a revised quote for the windows that are in most need of replacement. The film that is referred to in the quote is a protective film to help ward off stone chips, etc. The Board asked Joann to

contact Kyle and clarify if that cost is for all windows or per window and if the moving of wires was included in this price.

If the film cost is for all the windows, and the price for Line 70 is correct, Paula Neuman made a motion to accept the quote of \$66,352.52 to replace the listed basement windows, Maria Lanstra seconded.

AYES: Bearden, Harris, Lanstra, Neuman, Simpson NAYS: none

Motion passed

VI. **NEW BUSINESS**

None

VII. **BOARD MEMBER CONCERNS**

None

VIII. **FINANCIAL REPORTS**

Paula Neuman made a motion to approve expenditures of \$106,324.67 representing pay roll, checks written and bank debits from August 10-September 6, 2023; Maria Lanstra seconded.

AYES: Bearden, Harris, Lanstra, Neuman, Simpson NAYS: none

Motion passed

IX. **COMMUNICATIONS**

None

X. **ADJOURNMENT**

Paula Neuman made a motion to adjourn the meeting, Maria Lanstra seconded. The meeting adjourned at 4:02p.m.

Next meeting to take place Monday, October 9, 2023; 3:30 p.m.

Joann Hedger,
For Paula Neuman, Secretary
September 11, 2023