



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, June 10, 2024 @ 4:00 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 4:00 pm by President Bearden
- II. **MINUTES** Motion to approve the minutes from the May 13, 2024 regular board meeting moved by Maria Lanstra, seconded by Genevieve Simpson.
Without exception, roll attached
- III. **HEARING OF THE PUBLIC** No comments were made.
- IV. **REPORTS** Maria Lanstra made a motion to accept the Director's and staff reports, seconded by Genevieve Simpson.
Without exception, roll attached
- V. **UNFINISHED BUSINESS**
 - A. **Renovation of the Main Library**
Maria Lanstra made a motion to move forward with phase 1 of the renovation project and to have Laura contact MCD about hiring a construction manager.
Genevieve Simpson seconded.
AYES: Bearden, Harris, Lanstra, Neuman, Simpson NAYS: NONE
Motion passed
 - B. **Budget FY 2024-2025**
Member Lanstra, supported by Member Simpson, offered the following resolution setting forth the Bacon Memorial District Library appropriations approved for the 2024-2025 fiscal year, from July 1, 2024 - June 30, 2025.

AYES: Bearden, Harris, Lanstra, Neuman, Simpson

NAYS: None

RESOLVED, that this resolution shall be the general appropriations act for Bacon Memorial District Library for the fiscal year 2024-2025; AN ACT to make appropriations; and to provide for the expenditures of the appropriations; and to provide for the disposition of all income received by Bacon Memorial District Library.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the Bacon Memorial District Library Fund for fiscal year 2024-2025 is as follows:

REVENUE Projection

Local	\$ 1,071,100.00
State	\$ 25,000.00
TOTAL REVENUE	\$ 1,096,100.00
Projected Fund Balance, July 1, 2024	\$ 927,856.00
Fund Balance Available to Appropriate	<u>\$ 927,856.00</u>
Total Available to Appropriate	\$2,023,956.00

VI. NEW BUSINESS

A. Millage Resolution

The following resolution was offered by Board Member Lanstra and supported by Board Member Simpson:

RESOLVED, by the Board of Trustees of Bacon Memorial District Library of the City of Wyandotte, that there be levied on the taxable property of the City of Wyandotte for the year 2024, for all purpose, a tax of 1.4934 mills on the taxable value thereof, said value equals \$729,667,797 and the tax amounting to \$1,089,685.88. The entire amount of said tax shall be levied on August 1, 2024.

Yeas: Bearden, Harris, Lanstra, Neuman, Simpson

Nays: None

B. Amend FY 23-24 Budget

Maria Lanstra made a motion to accept the amended budget for FY 2023-24. Genevieve Simpson seconded.

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

Motion passed

C. BMDL Personnel Policy 4.6- Wage and Salary Administration

Maria Lanstra made a motion to accept the changes made to BMDL Personnel Policy 4.6 to align with upcoming changes to the Fair Labor Standards Act. Genevieve Simpson seconded.

Without exception, roll attached

D. Head of Circulation Position

Maria Lanstra made a motion to approve the hiring of Cecilia O'Connell as Head of Circulation at a salary of \$40,000 and with a start date of July 1, 2024. Genevieve Simpson seconded.

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

Motion passed

VII. BOARD MEMBER CONCERNS None

VIII. FINANCIAL REPORTS

Maria Lanstra made a motion to approve expenditures of \$63,790.91 representing pay roll, checks written and bank debits from May 9- June 5, 2024. Genevieve Simpson seconded.

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

Motion passed

IX. COMMUNICATIONS

A. Yeo & Yeo – Auditor Engagement Letter

B. The Library Network

X. ADJOURNMENT

Maria Lanstra made a motion to adjourn the meeting, Genevieve Simpson seconded. Meeting adjourned at 4:55 p.m.

Next meeting to take place Monday, July 8, 2024; 4:00 p.m.

Joann Hedger,
For Paula Neuman, Secretary
June 10, 2024