SHIAWASSEE DISTRICT LIBRARY BOARD  
REGULAR MEETING  
MINUTES  
25 AUGUST 2021

PRESENT: ROBIN FREDRICK, PRESIDENT  
 CINDY GARBER, VICE PRESIDENT  
 SARA PETTIT  
 ELAINE KUCHAR, TREASURER  
 JAMIE SEMANS

EXCUSED CAROLE SCHAEFER  
 KATHY TEICH

ABSENT: ALICE LEWIS

STAFF PRESENT: MARGARET BENTLEY, NANCY FOLARON, JODI FOX, KIMBERLY WHITE

Fredrick called the meeting to order at 7:06 p.m.

Approval of the Agenda: Pettit moved to approve the agenda with the addition of a discussion on an architectural design; seconded by Kuchar; motion carried.

Minutes: Kuchar moved to approve the minutes as presented; seconded by Garber; motion carried.

Citizen’s Comments: None.

Financial Report: Most major expenses have been paid with grant or coop money. The network project is complete, and the annual fee to Biblionix for the ILS (circulation system) has been paid. Periodical subscriptions are now being handled by Ebsco. Garber moved to approve the financial report; seconded by Pettit; motion carried.

Director’s Report: Fox and White are working on the new chart of accounts and moving to QuickBooks Advance from BSNA. The transition should be complete by the first of the year. We are still waiting for information from the City of Owosso regarding air conditioning repair/replacement; they are also considering making the building more accessible. The lease with Durand will also be renegotiated. Pettit moved to approve the director’s report; seconded by Semans; motion carried.

Correspondence:

Publicity was passed around for board members to read.

Old Business

Election of Board Secretary; Semans volunteered for the position. Pettit moved to elect Semans as secretary; seconded by Kuchar; motion carried.

New Business

L-4029: The millage to be levied in December 2020 will be 1.216 mills.

Budget Adjustments: The finance committee proposed changes for increased revenues and some changes in individual line items; further adjustments may be made at the end of the year. Less will need to be moved from the fund balance. Pettit moved to accept the budget adjustments; seconded by Kuchar; motion carried.

Board Meeting Schedule for FY 21-22: Kuchar moved to accept the Board meeting schedule as presented; seconded by Pettit; motion carried.

Holiday Schedule for FY 21-22: Pettit moved to approve the proposed holiday schedule; seconded by Garber; motion carried.

Resolution to add Horizon Bank as an authorized Financial Institution: Kuchar moved to approve Resolution 21-04, adding Horizon as an authorized financial Institution; seconded by Pettit; motion carried.

Service Hours at the Owosso Branch: Garber moved to accept the change in operating hours in Owosso; seconded by Kuchar; motion carried.

Architectural Plan: Library Design has submitted a plan to redesign Owosso’s adult library. Semans moved to approve having an architect look at the design; seconded by Pettit; motion carried.

Citizen’s Comments/Board Open Discussion: None.

Announcements: None.

Adjourn: Kuchar moved to adjorn at 8:09 p.m.; seconded by Semans; motion carried.

Jamie Semans  
 Board Secretary

Attachments:

Attachments to Original Only: Letter from SATA dated August 6, 2021  
 Letter from TCF Bank dated July 19, 2021  
 Letter from Horizon Bank, not dated