

**BRIGHTON DISTRICT LIBRARY  
BOARD COMMITTEE MEETING MINUTES  
November 1, 2022**

**CALL TO ORDER:** President James Muzzin called the meeting to order at 7:30 p.m.

**ATTENDANCE:** Jordan Genso, Arla McPeek, James Muzzin, Kathryn Poppy, Patrick McDonald joined at 7:27 p.m.

Absent: Jane Petrie, Caitlyn Perry Dial

Staff: Director Cindy Mack, Diana Dart

Public: None

**PRESIDENT'S REPORT:** President Muzzin reminded everyone that the second Board meeting in November will be held on fourth Tuesday of the month, November 22, 2022, to accommodate the preparation of the fiscal year-end reports. This change was approved by resolution at the January 4, 2022 meeting.

The annual Livingston County Library Trustees and Directors Dinner will be held on Wednesday, November 9, 2022 at the Pinckney Community Public Library. A tally was taken of those who will be attending. Cindy Mack will send a link to those attending virtually.

**DIRECTOR'S REPORT:** Director Mack announced the installation of the long-awaited drive-up book return. The appropriate signage to direct traffic flow is under consideration. The book return mounted on the exterior of the building will remain open.

Michigan Landscape Design has done a "great job" on the first phase of the outdoor improvements. The concrete benches by the front entrance are expected to arrive within the next few weeks. Temporary trash receptacles have been purchased as place holders until a permanent solution is sourced, completing the project. The Director will be contacting the landscaping firms that bid on the second phase of the improvements for updated pricing. That phase is scheduled to begin in the spring.

Cindy Mack announced that the Library is financially sound and she anticipates a good finish to the fiscal year.

**BUDGET & FINANCE COMMITTEE:**

**RESOLUTION 22-0058:** Moved by Kathryn Poppy and seconded by Arla McPeek to approve the payment of bills based on the claims docket dated November 1, 2022 in the amount of \$33,107.56. Motion carried.

**BOARD COMMENTS:** Kathryn Poppy told the Board that "it was a joy" to see the book return drop box in the Library driveway generating many happy patrons. Jordan Genso discussed his interview on a podcast hosted by Paul Gibson, City Councilman, about the mission of public and school libraries. Genso appeared as a private citizen. Patrick McDonald enjoyed seeing the Library's booth at the Brighton Farmer's Market staffed by friendly librarians. He also remarked that the Friends of the Library fall book sale was well attended, raising enough money to meet pre-COVID levels.

**ADJOURNMENT:** Moved by Patrick McDonald and seconded by Jordan Genso to adjourn the meeting at 7:52 p.m. Motion carried.

Respectfully submitted,

Diana Dart, Recording Secretary  
Brighton District Library

**NEXT MEETING:**

Board Meeting – 7:30 p.m., Tuesday, November 22, 2022