

## **Brighton District Library Committee Meeting Minutes**

September 5, 2023

*Called to order at 7:30pm by President Muzzin*

**Present:** Caitlyn Perry Dial, Jim Muzzin, Daniel Huth, Arla McPeek, Patrick McDonald, Kathryn Poppy Wagner

**Staff:** Director Cindy Mack

**Approval of Agenda** - Moved by McPeek, seconded McDonald. Passed by voice vote.

### **Public Hearing on the adoption of the Fiscal Year 2023-2024 Budget**

- Close Board Meeting.
  - Moved by McDonald, seconded by Huth. Passed by voice vote.
- Open Public Hearing for Budget
  - Director Mack presented the draft 2023-2024 General Fund Budget.
  - President Muzzin noted that this is the third time the board has seen this budget in various forms over the last few public board meetings and committee meetings.
- Public Comment
  - Susan Backus questioned the increase in the marketing budget. Director Mack shared a brief overview of the marketing budget for the next year. Secretary Dial, as chair of PR Committee, shared the intentions of the marketing team to reach non-card holders in the community and increase usage of the library in the next fiscal year.
- Close Public Hearing

### **Reopen Board Meeting**

- Moved by McDonald, seconded by McPeek. Passed by voice vote.

**Public Comments:** None.

### **Staff Comments:**

**President's Report:** President Muzzin reminded the board that Friday, September 15th is our ribbon cutting for the outdoor renovation. Event begins at 5:30pm.

**Director's Report:** Director Mack shared updates on the outdoor renovation. It will be almost complete by the time the ribbon cutting ceremony occurs.

### **Committee Reports**

### **Budget & Finance:**

**Resolution 23-0037:** To approve the payment of bills based on claims docket dated 08/23/2023 in the amount of \$43,383.31 and 09/05/2023 in the amount of \$61,882.39. Moved by Poppy Wagner, seconded by Dial. Passed by voice vote.

**Resolution 23-0038:** To approve the Charter Millage Levy for 2023-2024 at 0.6375 mills and the Voted Millage Level for 2023-2024 at 0.2096 mills. Moved by Poppy Wagner, seconded by Huth. Passed by voice vote.

**Resolution 23-0039:** To approve the proposed 2023-2024 General Fund Summary Budget and the Capital Fund Budget both dated September 5, 2023. Moved by Poppy Wagner, seconded by McDonald. Passed by voice vote.

**Building/Technology:** No report

**Planning/Fundraising:** No report

**PR Committee:** No report

**Policy/Personnel:** No report

**Old Business** - None

**New Business** - None

**Board Comments:**

Patrick - Noted that he strongly supports the library's efforts to publish annual reports to the community.

Arla - None

Caitlyn - Noted that her 9 year old son loved his first Tween Book Box. She also shared that she recently led a seminar on public library fundraising for the Michigan Humanities Council.

Dan - Thanks to all in preparing the budget. Daughters love the new reading house.

Jim - None

Kathryn - Noted that it is a privilege to serve this board and thanks to all for the diligence needed to prepare the budget.

*Motion to adjourn by Dial, seconded by McDonald. Adjourned at 7:49pm.*

Respectfully submitted by Caitlyn Perry Dial, Secretary.