

Brighton District Library Committee Meeting

Tuesday, February 4, 2025

Attendees

James Muzzin
Patrick McDonald - Absent
Caitlyn Perry Dial
Daniel Huth
Arla McPeek
Lyndsay Wing
Devin Steele
Cindy Mack - Director

Agenda

Call to Order 7:30

Approval Of Minutes - January 21, 2025

- A. Motioned: Caitlyn Perry Dial, Jim Muzzin Support, Approved.
- B. President's Report -No Report
- C. Director's Report – A patron is upset with an interaction at a program. Cindy is investigating.

E. Budget Report

- a. Budget and Finance:
 - i. Resolution 25-006: To approve the payment of bills based on claims docket dated 02/04/2025 in the amount of \$32,681.77.
 - 1. Jim Muzzin Motions, Caitlyn Perry Dial supports
 - a. Jim noted payments for the audit and payroll software.
 - 2. Motion Approved
 - b. Building: Arla McPeek - No Report
 - c. Policy and Personnel: Patrick McDonald - No Report
 - d. Fundraising: Caitlyn Perry Dial - No Report
 - e. Marketing and PR: Dan Huth - The committee met prior to our full meeting to discuss the results and feedback of the current PR campaign as well as some small changes to the PR and Marketing Plan. Cindy will be providing the full board with more information on the success of the campaign at our next meeting.

Old Business

- A. ESTA Policy Update: The politics of the State Chambers have meant no new changes from the State.
 - a. Resolution 25-007: To approve the proposed revisions to Policy 202 - Time Away From Work, and to adopt Policy 210 - Sick Time and Policy 211 - Personal time, effective as of February 21, 2025 in accordance with State Law.
 - i. Caitlyn Perry Dial Motions, Jim Muzzin Supports. Motion Passes.

New Business

1. Parking lot lights are in the process of being replaced with LED.
2. Board Comments:
 - a. Caitlyn Perry Dial - Is speaking at the Library on Women's Suffrage.
 - b. Jim Muzzin- No Comment
 - c. Arla McPeek- No Comment
 - d. Dan Huth - No Comment
 - e. Devin Steele- No Comment
 - f. Lyndsay Wing - No Comment
 - g. Motion to Adjourn - Jim Muzzin, Caitlyn Perry Dial Supports
 - h. Meeting Adjourned - 7:59 pm

Respectfully Submitted by:

Daniel Huth - Secretary