

BRIGHTON DISTRICT LIBRARY
Board Meeting Minutes
April 7, 2026

Call to Order: The meeting was called to order by President Caitlyn Perry Dial at 7:30 p.m.

Attendance: Caitlyn Perry Dial, Patrick McDonald, Arla McPeek, Daniel Huth, James Muzzin, and Lyndsay Wing

Absent: Devin Steele

Staff: Director: Cindy Mack, and Administrative Assistant: Tanya Garbacik

Approval of Minutes: Moved by Lyndsay Wing and seconded by James Muzzin to approve the March 17, 2026 Board meeting minutes. Motion carried.

Public Comments: No Public/No Comment

Staff Report: No Staff Report

President's Report: No President's Report, **President Dial** thanked **Vice-President Huth** for leading the March 17, 2026 Board meeting in her absence.

Director's Report: **Director Mack** reported that Johnson Controls identified leaks in the sprinkler and plumbing control valves. Repairs may require a temporary water shut-off, necessitating a temporary closure of the library. **Director Mack** is evaluating funding options through the Wilson Foundation.

Trustee Muzzin recommended installing "Coming Soon" signage for the new locker system ahead of its April 28, 2026, installation date. **Director Mack** agreed to implement this recommendation.

Approval of Expenditures: **Treasurer Wing** noted the invoices to Johnson Controls Fire Protection, Martin Tree Service LLC, and Mike Krueger & Sons, Inc. are on the 4/7/2026 docket to be paid. Treasurer Wing inquired about the TLN-The Library Network Invoice on the 4/7/2026 docket to be paid and Director Mack explained that it is the erate funding credit used to offset the internet.

Resolution #26-013: Moved by Lyndsay Wing and seconded by Arla McPeek to approve the payment of bills based on claims docket 4/7/2026 in the amount of \$60,132.50. Motion Carried.

Resolution #26-014: Moved by Arla McPeek and seconded by James Muzzin to waive the distribution of the Community Foundation for Southeast Michigan grant award of \$2,590 and retain those dollars in the Brighton District Library Endowment Fund. Motion Carried.

Committee Reports:

Budget & Finance: Chairperson: Lyndsay Wing – No Report, Meeting April 16, 2026 @ 7:00 p.m. virtually

Building/Technology: Chairperson: Arla McPeek –No Report, Meeting May 5, 2026 @ 6:30 p.m.

Planning/Fundraising: Chairperson: Caitlyn Perry Dial – No Report

Public Relations: Chairperson: Daniel Huth – Met prior to this meeting and discussed many topics including the Library’s 100 year anniversary, the Summer Reading Challenge, and the locker system wrapping (selecting the staff-favored choice).

Policy/Personnel: Chairperson: Jim Muzzin – No Report, Meeting April 21, 2026 @ 6:30 p.m.

Director Mack will have scanned copies of the recommended updates for section 200 of the policies to the committee by the end of this week.

Unfinished Business: No Unfinished Business

New Business: No New Business

Board Comments: Vice-President Huth discussed his meeting with the Parker Preserve Oversight Committee held via Zoom on March 31, 2026 at 6:30 p.m. Key agenda items included developing joint promotional strategies for the library and the Parker Preserve.

Adjournment: Moved by James Muzzin and seconded by Arla McPeek to adjourn the meeting at 8:02 p.m. Motion Carried.

NEXT MEETING

Tuesday, April 21, 2026

Respectfully submitted,
Tanya Garbacik, Recording Secretary