

**BRIGHTON DISTRICT LIBRARY**  
**Board Meeting Minutes**  
**May 5, 2026**

**Call to Order:** The meeting was called to order by Caitlyn Perry Dial at 7:36 p.m.

**Attendance:** Caitlyn Perry Dial, Arla McPeek, Daniel Huth, James Muzzin, Devin Steele and Lyndsay Wing

Absent: Patrick McDonald

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

**Approval of Minutes:** Moved by James Muzzin and seconded by Lyndsay Wing to approve the April 21, 2026 Board meeting minutes. Motion carried.

**Public Comments:** No Public/No Comment

**Staff Report:** No Staff Report

**President's Report:** No President's Report

**Director's Report:** Director Mack is working with the attorney on the 200 policies; the attorney's review is anticipated by the end of the week and will be distributed to the Board in the Friday update and in the upcoming Board Packets. Director Mack confirmed that the new outdoor lockers have been installed. A few minor changes are needed and we are working with TLN for necessary system configurations. We hope to have these available for patrons to use by the end of the week. Jen Osborne is working on the logo that will be on the outside of the lockers. Marketing of the lockers will be in the Summer Newsletter and on Social Media. Locker instructions will be posted near the lockers.

**Approval of Expenditures:** Treasurer Wing noted the CD's from Flagstar and Old National Bank are on the 4/22/2026 docket and the invoice to Bibliotheca, the final payment for the outdoor locker system, is on the 5/5/2026 docket to be paid.

**Resolution #26-021:** Moved by Lyndsay Wing and seconded by Arla McPeek to approve the payment of bills based on claims docket 4/22/2026 in the amount of \$500,000.00 and dated 5/5/2026 in the amount of \$55,463.47. Motion Carried.

**Committee Reports:**

Budget & Finance: Chairperson: Lyndsay Wing – No Report

Building/Technology: Chairperson: Arla McPeek – Met prior to this meeting and reviewed the pending proposal for the automated door buttons for the public restrooms and Cindy is requesting an updated quote to present at the next Board meeting. The entrance landscape plan is being revisited to focus on a more cost-effective sprinkler and planting option, for which a new quote will be requested. Finally, a draft 15-year capital improvement plan was reviewed; no recommendations at this time. The next meeting will be Tuesday, June 2.

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

Public Relations: Chairperson: Daniel Huth –No Report

Policy/Personnel: Chairperson: Jim Muzzin – We are pending final feedback from the attorney regarding the 200 policy revisions.

**Unfinished Business:** No Unfinished Business

**New Business:** No New Business

**Board Comments:** Vice President Huth reported that the Parker Preserve Committee has been unable to convene and has no update at this time. Secretary McPeek is delighted to report that the Brighton Garden Club kicks off tomorrow. President Dial recently participated in a LACASA – HOPE (Healthy Outcomes from Positive Experiences) meeting, reinforcing a commitment to fostering positive early childhood development. She is enthusiastic about pioneering initiatives that cultivate positive experiences from birth, with the help of books, the Library and library programs.

**Adjournment:** Moved by Arla McPeek and seconded by Daniel Huth to adjourn the meeting at 7:56 p.m. Motion Carried.

**NEXT MEETING**

Tuesday, May 19, 2026

Respectfully submitted,  
Tanya Garbacik, Recording Secretary