

BRIGHTON DISTRICT LIBRARY
Board Meeting Minutes
June 2, 2026

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

Attendance: Caitlyn Perry Dial, Arla McPeck, 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 Daniel Huth to approve the May 19, 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 reported that Summerfest, the kickoff to our summer reading program, will be held on June 7 from 1-3 p.m. and would love to see the Board there for this community event. **Director Mack** and **Accountant Kerttu** are working on the budget and a Wage and Benefits Study that accounts for the minimum wage changes. They will present their findings and recommendations to the Board in August. Overall, they expect this year's budget to be generally consistent with last year. To assist with budget planning, **Jennifer Osborne** will present a comprehensive statistical overview of our materials and collections during the July Board meeting. In response to **Treasurer Wing's** inquiry regarding review materials, **Director Mack** will distribute the necessary documents in an email sent out on the Friday prior to the Budget & Finance Committee meeting.

Approval of Expenditures: **Trustee Muzzin** questioned the Friends of BDL Memberships line on the 6/2/2026 docket to be paid. **Director Mack** explained that these are the credit card sales for Friends' memberships.

Resolution #26-027: Moved by Lyndsay Wing and seconded by Arla McPeck to approve the payment of bills based on claims docket 6/2/2026 in the amount of \$38,723.15. Motion Carried.

President Dial noted the reduced grand total of the docket, which **Director Mack** attributed to the team prioritizing upcoming summer event preparations.

Committee Reports:

Budget & Finance: Chairperson: Lyndsay Wing – Meeting scheduled for June 16, 2026 to provide input on the FY-27 budget process.

Building/Technology: Chairperson: Arla McPeck – Met tonight to discuss outdoor projects that are being financed through the General Fund, including the removal of 6 pine trees that are diseased and losing pine needles; adding 3 sprinklers on Orndoff & Library Dr; repairing cracks and touch up paint to the parking lot; and adding another outdoor musical instrument to Children's Section. Future potential projects were also discussed, including planting replacement trees; landscaping around front sign and seal coating the parking lot in 2027.

Planning/Fundraising: Chairperson: Caitlyn Perry Dial – No Report, Meeting scheduled for July 21, 2026

Public Relations: Chairperson: Daniel Huth – No Report

Policy/Personnel: Chairperson: Jim Muzzin – No Report

Unfinished Business: No Unfinished Business

New Business: No New Business

Board Comments: **Vice-President Huth** is wishing everyone good luck on the kickoff this weekend. Additionally, **President Dial** sends her best for a successful Summerfest. She's missing the festivities to be in Philadelphia, but her husband and kids are looking forward to attending. **Trustee Muzzin** inquired about the locker screen covers and instructions, noting the attractive appearance of the new units.

Adjournment: Moved by Arla McPeck and seconded by James Muzzin to adjourn the meeting at 7:50 p.m. Motion Carried.

NEXT MEETING

Tuesday, June 16, 2026

Respectfully submitted,
Tanya Garbacik, Recording Secretary