

BRIGHTON DISTRICT LIBRARY
Board Meeting Minutes
September 1, 2026

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

Attendance: Caitlyn Perry Dial, Daniel Huth, Arla McPeek, James Muzzin, and Devin Steele
Absent: Patrick McDonald, and Lyndsay Wing
Staff: Director: Cindy Mack, and Administrative Assistant: Tanya Garbacik

Approval of Agenda: Moved by James Muzzin and seconded by Daniel Huth to approve the agenda.
Motion carried.

Open Public Hearing for the Adoption of the Fiscal Year 2026-2027 Budget: Moved by James Muzzin seconded by Arla McPeek.
Roll call vote: Dial, yes; Steele, yes; Muzzin, yes; Huth, yes; McPeek, yes. Motion carried.

Public Comments were open by President Caitlyn Perry Dial.

Public Comments: No Public Comments

Close Public Hearing for Budget: Moved by Arla McPeek and seconded by James Muzzin.
Roll call vote: Dial, yes; Steele, yes; Muzzin, yes; Huth, yes; McPeek, yes. Motion carried.

Approval of Minutes: Moved by Daniel Huth and seconded by James Muzzin to approve the August 18, 2026 Board meeting minutes. Motion carried.

Public Comments: No Public Comments

Staff Report: No Staff Report

President's Report: **President Dial** noted that tonight marks the third review of the well-crafted budget. She expressed confidence that, following the opportunity for questions, the budget will move forward for approval. **President Dial** concluded by thanking Director Mack and the staff for their diligence and hard work throughout the budget process.

Director's Report: **Director Mack** will give an overview on the Budget in Unfinished Business.

Approval of Expenditures: **Vice President Huth** noted that the DTE, Friends' of the BDL book sales, and MissionSquare invoices are on the 9/1/2026 docket to be paid. **President Dial** noted that the Sticker Genius, LLC invoice for decals on the outdoor lockers are also on the 9/1/2026 docket to be paid.

Resolution #26-038: Moved by Daniel Huth and seconded by Arla McPeek to approve the payment of bills based on claims docket 9/1/2026 in the amount of \$26,538.33. Motion carried.

Committee Reports:

Budget/Finance: Chairperson: Lyndsay Wing- Absent/No Report

Building/Technology: Chairperson: Arla McPeck – No Report

Planning/Fundraising: Chairperson: Caitlyn Perry Dial – Relax in the Stacks on September 18, 2026, A Night of Appreciation for Our Library Donors

Public Relations: Chairperson: Daniel Huth – No Report

Policy/Personnel: Chairperson: Jim Muzzin – No Report

Unfinished Business: **Director Mack** presented an overview of FY 2026/2027 Budget. **Trustee Muzzin** requested an update on the Capital Account from Director Mack. **Director Mack** explained that the Capital Account serves to fund upcoming building improvements and long-term planning.

Resolution #26-039 Moved by James Muzzin and seconded by Devin Steele to approve Charter Operating Millage Levy for 2026-2027 at 0.6076 mills and the Voted Operating Millage Levy for 2026-2027 at 0.1997 mills. Motion Carried.

Resolution #26-040 Moved by Daniel Huth and seconded by Arla McPeck to approve the proposed 2026-2027 General Fund Summary Budget and the Capital Fund Budget both dated September 1, 2026. Motion Carried.

New Business: No New Business

Board Comments: **Secretary McPeck** thanked the three members of the public that were in attendance for their interest and support. **Vice President Huth** expressed his agreement with McPeck's appreciation to the public and noted that his eldest child loves the new outdoor locker decals. The new outdoor locker decals are also a major hit with **Trustee Steele** and **President Dial**. They made such an impression that **President Dial** is ordering them for MSU, too!

Adjournment: Moved by James Muzzin and seconded by Daniel Huth to adjourn the meeting at 7:46 p.m. Motion Carried.

NEXT MEETING

Tuesday, September 15, 2026

Respectfully submitted,
Tanya Garbacik, Recording Secretary