

**MONROE COUNTY LIBRARY SYSTEM
BOARD OF TRUSTEES MEETING MINUTES**

1. At a Regular Meeting of the Board of Trustees of the Monroe County Library System held on November 9, 2022, at the Mary K. Daume Library Service Center the meeting was called to order by Chair Smith at 5:10 p.m.

Present: Cathe Calder, Chair; Beth LaPensee, Secretary; Bernie Smith, Trustee; Mike Grodi, Trustee; and Nancy Bellaire, Director

Excused: Rob Peven, Vice-Chair

Staff: Lou Komorowski; Barbra Krueger; Sandy Calkins

After calling roll, the chair determined that a quorum was present. The Board proceeded to transact business.

2. Motion by Mike Grodi, supported by Bernie Smith, to approve the agenda as amended. Motion carried.
3. Motion by Beth LaPensee, supported by Mike Grodi, to approve the minutes of the October 12, 2022 meeting. Motion carried.
4. Public Comment–None.
5. Consent Agenda – Motion by Mike Grodi, supported by Beth LaPensee, to approve the consent agenda. Motion carried.
6. Committee Reports
 - Finance Committee** – As of October 31, we have received about 93% of our projected revenue and have spent almost 71% of our planned expenditures. We do not yet have penal fine information for November. We will discuss the 2022 and 2023 budget in detail later in the agenda.
 - Facilities Committee** – No meeting. The Navarre and Community Center project is expected to be ready to go out to bid by fall of 2023.
 - Policy and Personnel Committee** – No meeting. Nancy Bellaire and Mike Grodi updated the board on the board reappointment issue.
 - Technology Committee** – No meeting. The Daume and Ellis phone replacement is progressing. Equipment has been ordered and we await delivery and installation.
 - Woodlands Update** – Nancy Bellaire reported that the Woodlands Advisory Council will meet on December 15.

Legislative Update – Secretary Grodi reported that the Bedford Township Library Millage passed handily, with a 67% majority. He said that with a democratic majority in Lansing, we may see the pension tax repealed and modifications to the Open Meetings Act.

7. Budget Workshop – Chair Calder asked Director Bellaire to discuss the state of the current budget and then move on to 2023 revenue. Mrs. Bellaire said that the 2022 budget is on track to finish with revenues of approximately \$7,990,564 and expenditures of about \$7,492,130. The draft budget sets the expected 2023 revenue at \$8,617,153 and expenditures of about \$8,617,153. The Property Tax levy revenue is expected to increase by about \$240,890 from last year’s approved revenue line item. We have projected penal fine revenue to still be well under the average next year due to, criminal justice reform, the legalization of marijuana, staffing shortages in law enforcement, and planned construction on I-75 next summer.

Mrs. Bellaire said that proposed expenditures for 2023 have been calculated to be \$8,450,576, up about about \$74,313 from 2022’s approved budget of \$8,376,263. These calculations leave us with \$166,577 available for staff wage increases or other purposes. The percentage breakdown for staff costs including retiree costs remains at about 71%, still below the average of 75-80% for other libraries, nationwide. Services and supplies make up about 17% of the budget with about 10% allocated for materials.

8. Unfinished Business – None.

9. New Business–

Motion by Mike Grodi, supported by Bernie Smith, to approve the bills for the month ending October 31, 2022, in the amount of \$300,245.87. Motion carried.

Motion by Mike Grodi, supported by Bernie Smith, to keep the board’s compensation at 2022 levels. Motion carried.

Motion by Mike Grodi, supported by Bernie Smith to adjust the 2023 wages by 3.5% except for the page wage, which is already moving to \$12 per hour, and to grant a 4% one-time compensation adjustment for all staff, based on budgeted hours, to be paid by the end of the year. Motion carried.

Motion by Mike Grodi, supported by Bernie Smith to grant Nancy Bellaire a 2% merit increase based on a satisfactory performance review, effective the same day as staff merit increases, as well as the 4% one-time-compensation adjustment and 3.5% increase for 2023 that was approved for all staff. Motion carried.

Motion by Mike Grodi, supported by Beth LaPensee, to approve the proposed holiday closing and Sunday hours for 2023. Motion carried.

Motion by Beth LaPensee, supported by Bernie Smith to reappoint Mike Grodi as the Library Representative to the Monroe County Employees Retirement System for a three-year term. Motion carried.

10. Staff Report – Barbra Kreuger reported on holiday programs focusing on “Diversity, Equity, and Inclusion” conducted by Youth Services Staff. She also thanked the board for their careful budget planning and compensation adjustments.

11. Director Bellaire announced that the Dundee Branch was the recipient of a \$1,000 bequest from a local resident. She shared photos of a new Free Little Library installed in Ida, and information about an upcoming philanthropy workshop conducted by Thrivent Financial.
12. Board Comments
Beth LaPensee thanked Nancy for the budget preparation, and for the time committed to it. Mike Grodi thanked Nancy and the staff also. He thanked the board for their support during the reappointment process. He shared the Monroe County Employees Retirement System Summary Annual Report with the board. Bernie Smith thanked the board and staff for their budget work. Cathe Calder asked that Nancy pass along the board's thanks to staff for their work this year and to let them know that they are appreciated and valued. She said that we have been fortunate to have someone of Mike Grodi's caliber on our board.
13. Public comment—Lou Komorowski updated the board on a new collection of aerial photos on the way from the Monroe County Planning Department.
14. Announcements
Date of Next Board Meeting – Wednesday, December 14, 2021 at 5 p.m. at the Mary K. Daume Library Service Center, Monroe, MI.
15. Adjournment
Motion by Mike Grodi, supported by Beth LaPensee, to adjourn the meeting at 6:50 p.m.
Motion carried.

Respectfully submitted,

Beth LaPensee, Secretary

Catharine Calder, Chair