

**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 July 17, 2024, at the Ellis Library & Reference Center, the meeting was called to order by Chair Calder at 5:04 p.m. Ms. Calder declared that a quorum was present.

Present: Catharine Calder, Chair; Rob Peven, Vice-Chair; Beth LaPensee, Secretary; Rita Gordon, Trustee; Bernie Smith, Trustee; and Nancy Bellaire, Director

Staff: Barbra Krueger; Jenn McCarty; Regina Manning

A quorum being present, the Board proceeded to transact business.

2. Motion by Rita Gordon, supported by Beth LaPensee, to approve the agenda as presented. Motion carried.
3. Motion by Bernie Smith, supported by Beth LaPensee, to approve the minutes of the June 12, 2024 meeting. Motion carried.
4. Public Comment  
Ellis Library Manager Jenn McCarty welcomed the board to Ellis and shared information about upcoming programs for children and adults. She introduced Regina Manning, who updated the board on activities planned by the Reference Staff, including work on our Digital Collections and historical book sale.
5. Consent Agenda – Motion by Rita Gordon, supported by Rob Peven, to accept the items on the consent agenda as presented, including correspondence and the June 2024, Financial Reports, and place on file. Motion carried.
6. Committee Reports  
**Finance Committee** – Chair Calder reported that she met with Nancy Bellaire last Wednesday to review the tax notices, quotes for an HVAC unit, quotes for sealing the Daume and Ellis parking lots, as well as the possibility of applying for Electrical Vehicle Charging Stations. The financial reports for this month have arrived. Director Bellaire reported that have received about 92% of our expected revenue and expended about 44% of our budget with 50% of the year complete. We do not yet have any penal fine information for this month.  
**Facilities Committee** – No meeting. Demolition of the existing Navarre branch to make room for the new facility will not take place until after the November election. The City of Monroe hopes to send the project out to bid sometime in September.  
**Policy and Personnel Committee** – The timeline for Nancy’s performance review appears later on the agenda.  
**Technology Committee** – No meeting.

**Woodlands Update** – None.

**Legislative Update** – Nancy Bellaire reported that the 2024-25 Michigan Budget is expected to contain an additional \$1,000,000 for public libraries.

7. Unfinished Business – None.
8. New Business – Motion by Bernie Smith, supported by Beth LaPensee, to approve payment of the bills for the month ending June 30, 2024, in the amount of \$392,557.95. Motion carried.  
Motion by Rita Gordon, supported by Beth LaPensee, to approve sending out the 2024 tax notices based on figures provided by the Equalization Department. Motion carried.  
Motion by Rob Peven, supported by Beth LaPensee, to approve the quotes provided by Brian’s Seal Coating & Striping in the amount of \$3610 for Daume and \$7450 for Ellis. Motion carried.  
Motion by Beth LaPensee, supported by Bernie Smith, so approve the quote provided by Thompson Plumbing, Heating, & A/C for an HVAC unit for Daume in the amount of \$19,090. Motion carried.  
Motion by Bernie Smith, supported by Rob Peven, to approve application for EV charging stations. Motion carried.  
Motion by Rob Peven, supported by Beth LaPensee, to conduct Director Bellaire’s Performance Evaluation at the October, 2024, board meeting with Ms. Bellaire submitting her self-evaluation to the board in advance. Motion carried.  
Motion by Rita Gordon, supported by Bernie Smith, to cancel the August 14 MCLS Library Board meeting. Motion carried.
9. Staff Report – Barbra Krueger updated the board on upcoming Monroe County Fair Parade and booth activities. She also distributed surveys for the strategic plan and book bags celebrating the 90<sup>th</sup> anniversary.
10. Director Bellaire shared graphics for the 2025 Summer Reading Program, and information about a \$1500 donation to the Dundee Friends from a former resident who enjoyed youth programs there. She also said that the fishing poles are ready for circulation for the Library of Things and that a sneaker donation program saved 47 pairs of shoes from landfills, 1410 pounds of carbon dioxide, and 106,079 gallons of water as well.
11. Board Comments—The board thanked Jenn and Regina for hosting the meeting and for the sharing information about Ellis events. Rita Gordon said that she is looking forward to hearing more about the Electric Vehicle grant possibility, and strategic planning. Rob Peven said that he is glad to hear that the fishing pole program featured the DNR guide and advice about fishing licenses. Beth LaPensee said that she is happy to hear about the strategic planning surveys and that she is happy that we kept the planning process in house with input from the public. Bernie Smith thanked Barbra for the 90<sup>th</sup> anniversary promotional materials. Cathe Calder said that the MCLS anniversary is a nice time to look back at individuals that helped shape the Library. She also said that she is proud of the library services that we offer today and was happy to see the photo of the fishing pole donation and programs in the newspaper.

12. Public comment – None.

13. Announcements

Date of Next Board Meeting – September 11 @ 5 p.m. at the Newport Branch, Newport, Michigan

14. Adjournment

Motion by Bernie Smith, supported by Rob Peven, to adjourn the meeting at 5:56 p.m. Motion carried.

Respectfully submitted,

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Beth LaPensee, Secretary

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Catharine Calder, Chair