

**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 October 9, 2024, at the Frenchtown Branch Library, Monroe, Michigan, the meeting was called to order by Chair Calder at 5:01 p.m.

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

Excused: Bernie Smith

Staff: Sandy Calkins; Ashley Liford; Lou Komorowski; Barbra Krueger; Amber Reed

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

2. Motion by Rita Gordon, supported by Beth LaPensee, to approve the agenda. Motion carried.
3. Motion by Rob Peven, supported by Beth LaPensee, to approve the minutes of the September 11, 2024 meeting as amended. Motion carried.
4. Public Comment—Ashley Liford welcomed the board to Frenchtown. She said that over 1000 free meals were distributed to students this summer. She also passed out a calendar that showed various programs scheduled for this season. Bedford Resident, Diane Montri expressed her disappointment in finding a banned book display and banned book club at a local branch.
5. Consent Agenda – Motion by Rita Gordon, supported by Beth LaPensee, to approve the consent agenda. Motion carried.
6. Committee Reports  
**Finance Committee** – As of September 30, we have received almost 97% of our projected revenue and have spent about 66% of our planned expenditures. Penal fines received in October were \$52,714—the average total for October is \$92,275.  
**Facilities Committee** – No meeting. Director Bellaire updated the board on the Navarre Branch Library/Learning Bank/Opportunity Center project as well as the possible relocation of the Newport Branch.  
**Policy and Personnel Committee** –no meeting. Director Bellaire’s performance review appears later on the agenda.

**Technology Committee** – no meeting. Staff have shared a draft policy on Artificial Intelligence with the committee for review.

**Woodlands Update** – The Governing Board meeting minutes are included in the packet.

**Legislative Update** – No update.

7. Unfinished Business – None.
8. New Business – Motion by Beth LaPensee, supported by Rita Gordon, to approve bills for the month ending September 30, 2024, in the amount of \$324,751.95. Motion carried.  
Motion by Rita Gordon, supported by Rob Peven, to approve granting a 13<sup>th</sup> check for eligible retirees as calculated in the actuarial report. Motion carried.  
Motion by Beth LaPensee, supported by Rob Peven to approve the draft holiday closing schedule for 2025. Motion carried.  
Motion by Rita Gordon, supported by Beth LaPensee, to go into executive session at 5:18 for the purpose of conducting the Director’s annual performance review. LaPensee: yes; Gordon: yes; Peven: yes; Calder: yes. Motion carried.  
Motion by Rita Gordon, supported by Beth LaPensee, to resume the regular meeting at 5:43. Motion carried. Rob Peven reported on the performance review. Cathe Calder congratulated Director Bellaire for an extremely positive review, indicating that she had received very high comments in all areas from all forms submitted to the Policy and Personnel Committee.  
Motion by Rita Gordon, supported by Beth LaPensee, to accept the review and place on file. Motion carried.
9. Staff Report – Barbra Krueger said that surveys for the Strategic Plan were distributed and completed at the Monroe County Fair, online, and in branches. The responses were uniformly positive with appreciation expressed for the Library of Things, the bookmobile, various programs, and especially for the staff. She also reported on Summer Reading program participation.
10. Director’s Report – Director Bellaire updated the board on the Open Enrollment period process for health insurance and said that the application for Monroe County board and commission appointments is now posted on the County’s web site.
11. Board Comments – The board said that they were glad to meet in Frenchtown and congratulated Nancy on an excellent performance review. Rita Gordon said that she is excited about the Strategic Plan and appreciated the comments from members of the public. Rob Peven thanked Barbra for the sharing the survey information from the Strategic Plan and was happy to hear that the community finds our libraries to be safe places to read, study, and get the information that they want. Beth LaPensee said that she too, is eager to dig in to the Strategic Plan and she thanked Nancy for another fabulous year. Cathe Calder said that she is always glad to visit branches and in thinking about Nancy’s review and the varied topics in the Strategic Plan, she is reminded about how much goes into running the system. She offered congratulations and deep appreciation to Nancy and the staff for their commitment to the community.

12. Public comment—Lou Komorowski said that Ellis Reference Technician Char Wawrzyniec was recently presented with Monroe’s Spirit of History Award. Amber Reed respectfully asked that when planning for staff wages for 2025, the board consider a “bump” to the wage scale in light of the increase in health insurance costs and the fact that so many staff members have already reached step 16 on the wage chart.
13. Announcements  
Date of Next Board Meeting and Budget workshop – Wednesday, November 13, 2024 at 5 p.m. at the Mary K. Daume Library Service Center, Monroe, MI.
14. Adjournment  
Motion by Rita Gordon, supported by Beth LaPensee, to adjourn the meeting at 5:57 p.m.  
Motion carried.

Respectfully submitted,

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Beth LaPensee, Secretary

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Catharine Calder, Chair