

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 March 12, 2025, the meeting was called to order by Chair Peven at 5:00 p.m. Ms. Gordon declared that a quorum was present.

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

Excused: Catharine Calder and Mike Grodi, Trustees

Staff: Barbra Krueger; Lou Komorowski; Ashley Liford; Elizabeth Pifer; Chelsea Williamson

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

2. Motion by Beth LaPensee, supported by Rita Gordon, to approve the agenda as presented. Motion carried.
3. Motion by Beth LaPensee, supported by Rita Gordon, to approve the minutes of the January 8, 2025 meeting. Motion carried.
4. Public Comment
Community Librarian Ashley Liford welcomed the board to Blue Bush and introduced Branch Technician, Elizabeth Pifer, and Library Clerk, Chelsea Williamson. Liz then shared information about programs including four book clubs, Fun Fridays, and homeschool activities. She also updated the board on a walking group hosted by the branch.
5. Consent Agenda – Motion by Rita Gordon, supported by Beth LaPensee, to accept the items on the consent agenda including the financial reports as presented, and place on file. Motion carried.
6. Committee Reports
Finance Committee – Nancy Bellaire reported our February 28 financial report shows that we have received about 56.4% of our expected revenue, and we have spent about 17.5% of our planned expenditures with 16.7% of the year behind us. We received \$52,904 in penal fines in February. Our average for February is \$76,682.
Facilities Committee – No meeting. Nancy Bellaire updated the board on the Navarre construction project, a heat failure in Carleton, and LED light replacements in Newport.

Policy and Personnel Committee – Nancy Bellaire said that the draft policy for the Earned Sick Time Act appears later on the agenda as well as the topic of the Mary Daume Scholarship.

Technology Committee – No meeting. The AI policy is ready for review.

Woodlands Update – The Woodlands Governing Board minutes are in the packets. The minutes reported on a clean audit for Woodlands.

Legislative Update – Nancy Bellaire updated the board on Michigan’s 2025 Library Legislative Day. As reported last month, the event will take place in Lansing on Wednesday, April 30. Nancy and Barbra will attend along with our bookmobile and three other staff members. There is a draft of a policy for Earned Sick Leave for Part-Time staff on the agenda under new business.

7. Unfinished Business – Motion by Rita Gordon, supported by Beth LaPensee to let the Covid Leave policy, in place since 2020, expire. Motion carried.
8. New Business - Motion by Beth LaPensee, supported by Rita Gordon, to approve payment of the bills: for the month ending December 31, 2024 in the amount of \$395,938.27; for the month ending January 31, 2025, in the amount of \$402,055.83; and for the month ending February 28, 2025, in the amount of \$484,539.63. Motion carried. Motion by Beth LaPensee, supported by Rita Gordon, to approve the Earned Sick Leave Policy for part-time staff as proposed. Motion carried. Motion by Beth LaPensee, supported by Rita Gordon, to award a \$1,000 Mary Daume Scholarship through the Monroe Community Foundation, to Jessica Neboyskey. Motion carried.
9. Barbra Krueger reported on the Celebrate Children and Read Across America programs as well as the upcoming Earth Day Event. She also distributed copies of the new Family Resource Directory, formerly called the Yellow Pages, to the board. She also shared that young patrons at Navarre, made 120 Valentine’s Day cards and distributed them at the Fountainview Nursing Home. The residents were delighted to receive the cards.
10. Nancy Bellaire shared statistics on Hoopla, and the Retiree Health Care Trust Summary Annual report. She also reported that the Summerfield-Petersburg Branch has received three air purifiers from the Michigan Department of Health & Human Services.
11. Board comments – Beth LaPensee said that she is happy to see signs of spring and offered to donate some board games to MCLS for branches to use. Rita Gordon said that she was grateful for the warm welcome and for the information about book clubs and valentines. Rob Peven shared that the bookplate that he chose for his 5-year anniversary book will be placed in a book called the World Kitchen Cookbook.
12. Public comment—none.
13. Announcements
Date of Next Board Meeting – Wednesday, April 9, @ 5 p.m. at the Carleton Branch Library, 1444 Kent St., Carleton, Michigan.

14. Adjournment
Motion by Rita Gordon, supported by Beth LaPensee, to adjourn the meeting at 5:47 p.m.
Motion carried.

Respectfully submitted,

Beth LaPensee, Vice-Chair

Rob Peven, Chair