

**Minutes of the Regular Meeting of the
Alpena County George N. Fletcher Public Library
Board of Trustees**

Call to Order: A meeting of the Alpena County Library Board of Trustees was called to order on Wednesday, April 16, 2025, at 4:00 pm by President Dustin Budd.

Present:

Board of Trustees: Dustin Budd, Traci Collins, Julie Byrnes, Jennifer Graham

Staff: Christina Markowski, Carmen Grubaugh

Excused: Joseph Garber

Approval of Agenda: There were no additions to the agenda.

Review and Approval of Minutes: The meeting minutes from the March 19, 2025 meeting were accepted by the board without a motion.

Financial Reports: The financial reports were reviewed by Markowski.

Review and Approval of Bills: It was moved by Collins and supported by Byrnes that the bills as presented be approved. The motion passed.

Leadership Team Reports: The written report was reviewed. Markowski welcomed a new staff member, Bill Powell, and thanked Nancy Mousseau and Matt Kinzey for helping to get the library operational after the ice storm. She noted she was trying to establish a Public Committee consisting of several adult members of the community and a Teen Advisory Board (TAB) member. Markowski stated she was working on the next steps of the Strategic Plan and Budd recommended consulting Claire Membela or Brian Moritimore. Markowski listed upcoming events including a Character Snack Party on May 10, 2025 and an author event on May 23, 2025.

Friends of the Library Report: Markowski stated the Friends replaced the missing book for the “Two Kids on a Bench” statue and Budd thanked the Friends.

Public Comment: There were no public comments.

Old Business:

A. Director Search:

1. Director Job Description: It was moved by Graham with support from Byrnes to accept the Library Director job description. The motion passed.

Collins stated the application deadline ended April 14, 2025 and 6 candidates applied for the Library Director position. She noted the Search Committee planned to review all the applications and the first interview date was April 29, 2025. She requested Markowski be excused from the interview process in her capacity as Interim Director as Markowski was one of the candidates applying for the Library Director position. Collins’ request was supported by Budd who stated the interviews were open to the public and if Markowski wished to attend the other candidates’ interviews she may do so as a member of the public.

B. Committee Reports: The board decided to move *Committee Reports* between *Old Business* and *New Business* on the agenda.

C. Public Comment Policy Review: This item was tabled until the May 21, 2025 board meeting to provide Markowski time to consult with an attorney.

New Business:

A. Bond Resolution: It was moved by Collins with support from Byrnes to authorize a payment of \$152,625 to the Alpena County Building Authority. The motion passed.

B. Basic Payroll Service: Markowski recommended outsourcing payroll from Quickbooks to BASIC to simplify the payroll process, reduce staff hours, and save money. It was moved by Byrnes with support from Graham. The motion passed.

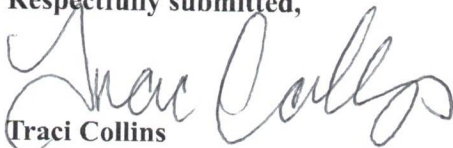
C. Cook Endowment: Markowski presented a resolution requesting the Cook Endowment Fund cover the \$6,890 Special Collections would need to pay for a new microfilm scanner. It was moved by Collins with support from Byrnes. The motion passed.

D. Health Insurance: This item was tabled until the August 20, 2025 board meeting to provide Markowski time to consult with different health insurance providers.

E. Other: Markowski printed flyers explaining what services the Institute of Museum and Library Services provided and the board decided to add *Board Comment* before *Adjournment* on the agenda.

Adjournment: It was moved by Collins with support from Byrnes to adjourn the meeting. Budd declared the meeting adjourned at 5:08 pm. The next meeting will be Wednesday, May 21, 2025 at 4:00 pm.

Respectfully submitted,


Traci Collins

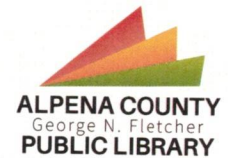
Secretary



Carmen Grubaugh

Recording Secretary

211 N. First Ave
Alpena, MI 49707
Phone: 989-356-6188
Fax: 989-356-2765
www.alpenalibrary.org



At a regular meeting of the board of the Alpena County George N. Fletcher Public Library held on the 16th day of April 2025 at 4 PM Eastern time at the Alpena County George N. Fletcher Public Library in Alpena, Michigan, there were:

Present: Dustin Budd, Traci Collins, Julie Byrnes, Jennifer Graham

Absent: Joe Garber

The following preamble and resolution is offered by Collins and seconded by Byrnes.

In order to make a schedule bond payment due May 1, 2025, the Library Board of the Alpena County George N. Fletcher Public Library hereby authorizes the Treasurer of Alpena County to transfer \$152,625.00 from the Library General Fund to the Building Authority of Alpena County.

YES: 4

NO: 0

The Resolution was declared adopted.

The undersigned, being the duly qualified Director of Alpena County George N. Fletcher Public Library, certifies that the foregoing is a true and complete copy of a resolution duly adopted by this board at the regular meeting held on the 20th day of December 2024, at which a quorum was present and remind throughout and that an original thereof is on file in the records of this Board. I further certify the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, as amended, and that minutes of such meeting were kept and will be or been made available as required thereby.



Interim Library Director

DATED: April 16th, 2025