

**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, June 18, 2025, at 4:01 pm by Vice President Joseph Garber.

**Present:**

Board of Trustees: Joseph Garber, Julie Byrnes, Traci Collins, Jennifer Graham

Staff: Christina Markowski, Nancy Mousseau, Carmen Grubaugh

FOL: Diane Guigar-Pilgrim

Excused: Dustin Budd

**Approval of Agenda:** Garber suggested a new trustee signer be added under *New Business* and Collins suggested including the approval of the meeting minutes from the May 28, 2025 special meeting. It was moved by Collins with support from Graham to approve the agenda with these changes. The motion passed.

**Review and Approval of Minutes:** It was moved by Collins with support from Graham to accept the minutes from the May 21, 2025 regular meeting with the stipulation that under *Committee Reports* the word "immediate" be removed. The motion passed.

It was moved by Graham with support from Collins to accept the minutes from the May 28, 2025 special meeting with the addition of the motion to approve the May 28, 2025 special meeting agenda. The motion passed.

**Financial Reports:** The financial reports were reviewed by Markowski.

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

**Leadership Team Reports:** The written report was reviewed. Markowski stated that on June 12, 2025 the elevator packing was replaced. She noted a carpet cleaner was purchased as the carpets had not been deep cleaned since 2021.

**(Byrnes entered at 4:09 pm.)**

Markowski shared that the Economic Generator Network awarded the library a \$15,000 check for its Makerspace. She thanked Mousseau for helping to create the Makerspace as well as Sienna Thiem for using the Makerspace for some of her programs. She noted that she volunteered for the Superiorland Advisors Board and planned to do outreach with the Rotary Club as well as the Association of Lifelong Learners in August. Markowski suggested changing the date for the September board meeting but the board decided to wait to consult with Budd. She shared that around 90 people attended the Cotton Candy Colors program and that June 21, 2025 was the official kickoff date for the Summer Reading Program.

**Friends of the Library Report:** Guigar-Pilgrim noted the Friends participated in the Flower Festival and fulfilled a request by placing flowers in the hands of the "Two Kids on a Bench" statue. She stated a large donation might not be dropped off until October and the Friends were accepting donations for the August book sale whereas encyclopedias and dictionaries will not be part of the book sale but may be set aside

for a high school art teacher.

**Public Comment:** There were no public comments.

**Old Business:**

**A. Facility Manager Salary:** It was moved by Collins with support from Graham to have Matthew Kinzey's 35 hour work week and wage stay the same but make his position as the facility manager be salaried, non-exempt meaning Kinzey would be eligible for overtime pay. The motion passed.

Markowski recommended any person applying for this position in the future start in an hourly wage Maintenance position and, after a successful trial period, potentially be promoted to the salaried, non-exempt Facility Manager position.

**B. Board of Trustee Training Date:** The board selected August 18, 2025 from 9:00 am to 1:00 pm to train with Clare Membiela in-person.

**Committee Reports:** The board congratulated Markowski on becoming the new Library Director.

**New Business:**

**A. Unattended Children Policy:** It was moved by Byrnes with support from Collins to accept the proposed changes to the Unattended Children Policy. The motion passed.

**B. Public Relations Policy:** It was moved by Collins with support from Byrnes to accept the proposed changes to the Public Relations Policy. The motion passed.

**Additional Trustee Signer:** Garber decided to resign as a trustee from the board effective June 30, 2025. It was moved by Byrnes with support from Graham to have Collins be the additional trustee signer. The motion passed.

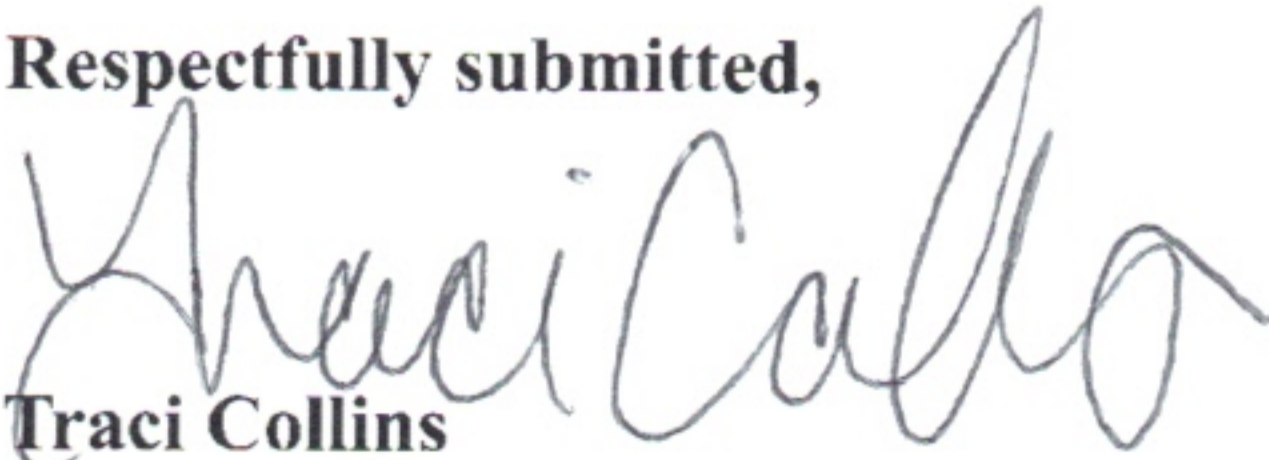
It was moved by Byrnes with support from Collins to remove Garber as a trustee signer effective July 1, 2025. The motion passed.

The board wished to acknowledge and thank Garber for his 21 years of service.

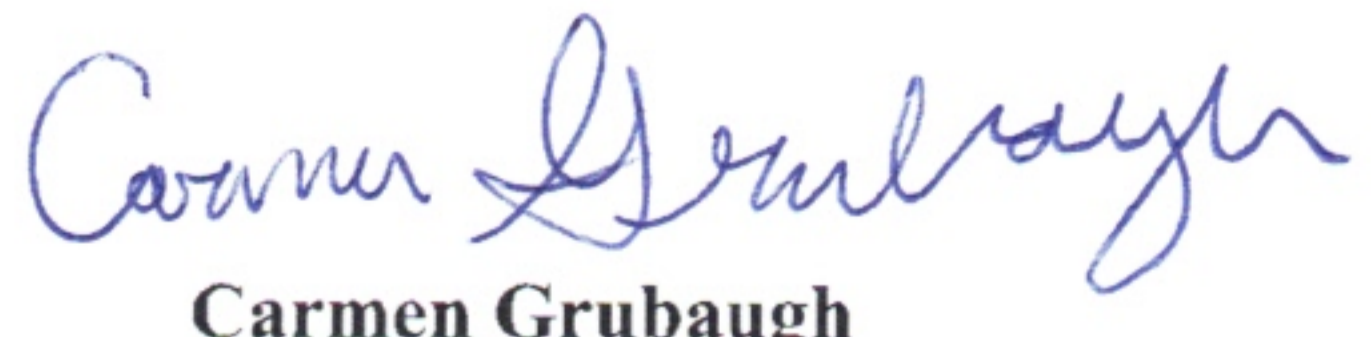
**C. Board Comment:** Byrnes stated the Bed Bugs Policy and Emergency Procedures would be on the July 2025 agenda.

**Adjournment:** It was moved by Collins with support from Byrnes to adjourn the meeting. Garber declared the meeting adjourned at 4:44 pm. The next meeting will be Wednesday, July 16, 2025 at 4:00 pm.

Respectfully submitted,

  
Traci Collins

Secretary

  
Carmen Grubaugh

Recording Secretary