

**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, September 18, 2024, at 4:31 p.m. by President Joseph Garber.

Present:

Board of Trustees: Joseph Garber, Dustin Budd, Lauren Mantlo, Quintin Meek

Excused: Michelle Cornish

Staff: Jessica Luther, Christina Markowski

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

Review and Approval of Minutes: It was moved by Mantlo with support from Meek to accept the minutes from the August 21, 2024 meeting. The motion passed.

Financial Reports: The financial reports were reviewed by Luther.

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

Director and Leadership Team Report: The written report was reviewed. Luther stated Autumn Tencate resigned as Children's Librarian and Markowski completed switching the Folklore and Mythology section in the children's area over to the browse method. Luther noted Christina Markowski, Nancy Mousseau, and herself would be attending a conference next week.

Friends of the Library Report: Luther relayed the Friends wanted better signage and were considering evening hours for the bookstore as sales were doing well.

Public Comment:

Judi Stillion, Alpena, thanked the board of trustees and the library staff for standing up for a diverse, multicultural collection. She expressed concerns about finding a Library Director and some of the negative consequences that would impact the library if a qualified Library Director is not found.

Mark Hunter, Alpena, noted the FOIA policy might confuse people regarding how fees were determined and charged. He requested the library provide an explanation of the circumstances in which fees would be applied.

Old Business:

A. Director Search: The Personnel Committee requested proposals from four search firms and received proposals from three. After reviewing the three proposals, the Personnel Committee recommended accepting Brian Mortimore's proposal of \$17,550. It was moved by Meek and supported by Mantlo to accept the recommendation. The motion passed.

B. Interim Director: This item was postponed. See *New Business: (B.) Closed Session for Personnel Matter*.

C. FOIA Policy Review: The written policy drafted by the library's attorney from Foster/Swift was reviewed. To clarify confusion about how the FOIA policy charged fees, Budd stated that individuals requesting FOIA documents would be required to pay a deposit not exceeding half of the total costs owed and these individuals would receive an itemization of the total costs owed. It was moved by Mantlo and supported by Meek to accept the FOIA policy without changes.

New Business:

A. Bond Repayment Resolution: It was moved by Budd with support from Meek to authorize a payment of \$27,625 to the Alpena County Building Authority. The motion passed. A signed copy of the full resolution is attached.

B. Closed Session for Personnel Matter: Trustees, Luther, and Markowski moved into closed session at 5:08 pm to discuss a personnel matter. Garber reopened the meeting at 6:01 pm.

Luther stepped down as Interim Director and assumed the position of Assistant Director while Markowski accepted the position of Interim Director. The additional duty stipends outlined in the August 21, 2024 regular meeting pertaining to the Interim Director position and the Assistant Director position will remain the same. It was moved by Garber and supported by Budd.

Other: There were no additional comments.

Adjournment: It was moved by Meek with support from Budd to adjourn the meeting. Garber declared the meeting adjourned at 6:03 p.m. The next meeting will be Wednesday, October 16, 2024 at 4:30 p.m.

Respectfully submitted,


Joe Garber

President



Carmen Grubaugh

Recording Secretary



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At a regular meeting of the board of the Alpena County George N. Fletcher Public Library held on the 18th day of September 2024 at 4:30 PM Eastern time at the Alpena County George N. Fletcher Public Library in Alpena, Michigan, there were:

Present: Joseph Garber, Dustin Budd, Lauren Mantlo, Quintin Meek

Absent: Michelle Cornish

The following preamble and resolution is offered by Budd and seconded by Meek.

In order to make a schedule bond payment due November 1, 2024, the Library Board of the Alpena County George N. Fletcher Public Library hereby authorizes the Treasurer of Alpena County to transfer \$27,625 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 the 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 a regular meeting held on the 18th day of September 2024, at which a quorum was present and remained 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: September 18, 2024