

**Highland Township Public Library  
Board Meeting Minutes  
Tuesday, August 6, 2024**

**Members Present:** C. Dombrowski, J. Gaglio, C. Hamill, and Director B. Dunseth

**Members Absent:** J. Matthews, D. Mecklenborg, K. Polidori

**Guest:** None

The Highland Township Library Board meeting was called to order at 5:43 pm by C. Hamill.

**Motion:** J. Gaglio moved and C. Dombrowski seconded to approve the agenda. Unanimous vote; motion carried.

**Motion:** J. Gaglio moved and C. Dombrowski seconded to approve the Board Meeting minutes of July 2, 2024. Roll call - unanimous vote; motion carried.

**Bills:** Total bills for July, 2024 are \$114,079.53. Total bills for August, 2024 are \$34,709.23, with the addition of Applied Innovation, Consumers Energy, DTE Energy, Harmony Patterson, Lawson Printers, T-Mobile, Telnet Worldwide, when received.

**Motion:** C. Dombrowski moved and C. Hamill seconded to approve the July, 2024 and August, 2024 bills. Roll call - unanimous vote; motion carried.

**FYI:** Budget report available for review.

**Director's Report:** Available for review.

**Communications:** An article “Michigan Library Love: Libraries to Visit This Summer”, advised visiting libraries in Berkley, Bloomfield Township, Brighton, Chelsea, Center Line, Ecorse, Grosse Pointe, Highland, Huntington Woods, Livonia.

Recent research shows that students are actually sinking academically deeper due to schools needing to teach online during Covid. A patron sent an email expressing gratitude for the Fantasy Con 2024 program presented at the library.

## **UNFINISHED BUSINESS**

**The Library Network:** The new service provider to allow patrons to print from wireless seems to be working well. Thanks to TLN technicians, the Library computers are running. J. Fenton worked with TLN to create a video explaining how to fix computer problems affected by the CrowdStrike upgrade.

**Building Maintenance:** The elevator is no longer in code due to a change made by the state of Michigan. Majestic Tree Co. completed work on problematic trees growing into the building. Goyette attached wires to the boiler. Horizon Landscaping believes stones washing out near the sidewalk, has to do with the heavy rains as of late. More evidence of mice and wicking up water on the exterior wood are being noticed.

**Motion:** C. Dombrowski moved and J. Gaglio seconded to approve the elevator upgrade to replace the

obsolete control board, at the cost of \$20,790.00, unless the Optiguard is required to meet ADA requirements. Roll call - unanimous vote; motion carried.

### **Strategic Planning:**

**Partnerships:** The Library partnered with the Oakland County Fair for summer reading prizes.

**Marketing:** A special marketing campaign will begin in September, to bring more people to the Library to get cards.

**Challenges:** The Alpena County Public Library has been in the news because of controversial books in its collection.

### **NEW BUSINESS**

**Budget:** The budget draft for the year 2025 was presented.

**Library Calendar 2024:** The Library will be closed on November 11 for in-service (not on 11/16 as previously published in the calendar for 2024).

**Motion:** C. Hamill moved and C. Dombrowski seconded to accept the calendar change for 2024. Unanimous vote; motion carried.

**Trust:** A lawyer from the Percy and Ethel Duncan Trust recommended the Library lawyer, A. Seurnyk, provide input, before agreeing to the Binding Non-Judicial Settlement Agreement of the trust.

**Motion:** C. Hamill moved and J. Gaglio seconded to accept the Binding Non-Judicial Settlement Agreement Regarding Percy and Ethel Duncan Trust. Roll call - unanimous vote; motion carried

**Personnel:** A Michigan Supreme Court ruling made in July, will affect sick leave and minimum wage, effective 02/2025.

**September Meeting:** The September 3, 2024 Library Board meeting will be held in the Community Room, at 5:30 pm.

**Public Comment:** None

**Adjournment:** C. Hamill moved and J. Gaglio seconded to adjourn. Meeting adjourned at 6:30 pm.

Respectfully Submitted,

*Cindy Dombrowski*