PINCKNEY COMMUNITY PUBLIC LIBRARY BOARD MEETING
SEPTEMBER 26, 2019
10 AM
MINUTES

CALL TO ORDER @ 10:01am
Present: Kate Pratt, President; Laura Burwell, Vice-President; Kate Robertson, Treasurer; Patti Nicholson, Secretary; Karen Diaz, Trustee; Hope Siasoco, Director; Marcia Spicer, Staff Member; and Jennifer Brennan, Note Taker.

PUBLIC COMMENT: None

SPECIAL ISSUE
- Truth in Taxation Roll Call Vote: Truth in Taxation—The Pinckney Community Public Library held a public hearing on Thursday, September 26, 2019 at 10:09 am at the library for the purpose of receiving comments on the 2019 library millage rate of 1.4220 mills and another one for .5857 mills.
  - The 2019 tax rate request passed in August 2014 and to be collected in December 2019, is computed at 1.4220 mills, which includes a Headlee Millage Reduction Fraction of 1.0000, and is due to expire in 2020. The purpose of this millage is to support the operations of the current library facility. A second millage tax rate request, passed in February 2011 and will be collected in December 2019, is computed at .5857, which includes a Headlee Millage Reduction Fraction of 1.0000 and is due to expire in 2040. This millage is to support the operation of the current library and for debt reduction. Laura Burwell moves to adopt the millage rate to be used in 2019 as read; Karen Diaz seconds the motion.
  - Roll call votes:
    - Kate P. votes Yes
    - Laura votes Yes
    - Patti votes Yes
    - Kate R. votes Yes
    - Karen votes Yes
  - All approve. Motion passes.
- 2019 Tax Rate Request from Livingston County (L-4029)
  - The 2019 request was signed, filed, and will be submitted to the Putnam Township Clerk and the Livingston County Clerk and Equalization Department before the deadline. The 2019 new tax rate request for operations millage is computed at 1.4220 and is due to expire in 2020, and a second millage tax rate request is computed at .5857 and is due to expire in 2040. Karen Diaz moves to approve the request. Laura Burwell seconds the motion. All approve and the motion passes. Patti Nicholson, Secretary, and Kate Pratt, President, signed the form on Thursday, September 26, 2019. The report is on file at the library.

CONSENT AGENDA
- CORRECTION/ADDITIONS TO AGENDA
- READING OF MINUTES FROM AUGUST 15, 2019 BOARD MEETING
- PRESENTATION OF BILLS:
  - September 2019 Bills for Review
    - Laura Burwell made a motion to accept the Consent Agenda as presented and Kate Pratt seconds. All approve and the motion passed.

SPECIAL ISSUES
- 2020 Millage Election Planning—the library’s primary operational millage will be expiring on December 2020 and the library board needs to start planning for an upcoming election. Questions
to consider: 1) will election be in 2020 and if so, when in 2020? and 2) should it be a renewal of existing 1.4220 mills or should board consider recouping what was lost through Headlee and go for the original 1.4562 mills passed in 2014?

- Hope mentioned that the library board will need to consult with our library lawyer, Anne Seurynck, of Foster Swift Collins & Smith, PC
- Possible dates for an election in 2020:
  - March 2020 Michigan Primary - no cost to library
  - August 2020 - no cost to library
  - Nov 2020 Presidential Election - no cost to library
  - Special Election Feb 2020 - out of pocket cost to library but can be shared with any other group who wants a special election
- Township fire dept may hold a millage renewal election in Aug 2020, but Sally Guyon, our Township Clerk is not sure if the Township Board will push that to 2021 instead
- Library passed the last millage during an August 2014 primary election. It was a request for a renewal PLUS addition to the operational millage
- A discussion followed about how the process works, different steps and rules for campaigning
- More discussion will follow in future meetings

**Invitation to 2019 Livingston County Public Libraries Directors & Trustees Education Event on Thursday, October 24, 2019 @ 6:30pm-8:00pm at Harland’s Cromaine District Library**
- Topic: The Talking is Teaching Initiative
- Board Members who are interested in attending need to let Hope know by Thursday, October 17th

**2019 Association for Rural & Small Libraries Conference Reports**
- ARSL Conference Notes from American Libraries Association (ALA) magazine was handed out by Hope to give the library board an idea of the different themes/topics that were covered during this national conference on September 4th (pre-conference) to September 7th
- Kate’s Report—TABLED
- Hope’s Report—TABLED

**OLD BUSINESS:**
- 2020 Pinckney in May Planning Committee Meeting
  - Notes from September 17, 2019
    - Need to address the audience we are reaching. Adult or family friendly event?
    - How are we reaching them? How to get the public to the auction?
    - Fundraiser vs Community Event
  - Online Auction – would use ebay for charity. Many things to consider before we try running an on-line portion of the auction. [https://www.ebayforcharity.org/](https://www.ebayforcharity.org/)
  - Entertainment – School/Kid related first & Professional 2nd for the bands
  - Promotions and Graphics - Kate Robertson is working on this for 2020
  - Discussion favored the idea that Pinckney in May be an adult focused event

**NEW BUSINESS:**

**Reports:**

- **Library Progress Report**
  - Donations of Note
    - Pfizer Alumni Foundation’s ½ match grant funds of Sandra Lobbestael’s donation ($2,500)
  - 2019 Youth and Adult Summer Reading Reports
    - See attached
    - Great Number of Participants for both Youth and Adults
    - Sara believes that the theme of “space” helped with attendance to programs. Looking forward to next year’s, which is “Imagine Your Story”
  - 1000 Books Before Kindergarten
The library will start participating in the national program of 1000 Books Before Kindergarten

- The program will begin at PCPL on Monday, September 30, 2019
- Parents will be given a packet from the circulation desk with a letter outlining how the program will work. For every 100 books read to children, parent or guardian can come to receive a sticker to place on the poster in the Children’s Area and a photo will be taken to mark their progress. Parents/guardians can keep track either through a paper log or through the App. After 1000 books have been read to the child, they can go home with a free book to keep.

- Pinckney Halloween Spooktacular on Saturday, October 26, 2019
  - The library will once again participate in this community event. Sara Castle, our Youth Librarian will take point
  - Need bags of candy for this event. Hope is asking for donations.

- National Voters Registration Day on September 24, 2019
  - The library participated in this 1 day event
  - Self-guided table with Voter Registration Forms and information on Livingston County Clerks’ Offices were displayed at the main hallway of the library

- Upcoming Events & Programs at the Library
  - Fourth Quarter Calendar of Events has been sent out for printing and mailing by Econoprint
  - Upcoming Events of Note in September: Y on the Fly mobile van stop at the library will be at 4:30pm on Thursdays; Sept –Nov 14; Halloween Costume Exchange on Saturday, September 28 @ 11am-12pm
  - Hope highlighted the upcoming Michigan’s Haunted Lighthouses Author Talk on Wednesday, October 16 @ 6:30pm

Treasurer’s Report- Reviewed and on file.
  - Restricted Fund Expense Line Items are as follows:
    - 890.0 Restricted Spending
      - 890.02 Restricted Spending - Automation
      - 890.03 Restricted Spending - Capital Expenses
      - 890.04 Restricted Spending - Promotion
      - 890.09 Restricted Spending - Other
  - Update on direct deposit for Library Bookkeeper
    - Direct bank-to-bank transfer for vendors bill pay is not available through PNC Bank. Diane, our bookkeeper, will keep receiving a check from the library.

Issues:
  - 2020 Census Information Table—with Ethan Hayes, Census Regional Rep
    - He will set up a table & will be looking for local volunteers/sharing information on:
      - Friday, September 27, 10am-12pm
      - Tuesday, October 8, 6-8pm
      - Saturday, October 19, 10am-12pm

NEW AND ONGOING BOARD ISSUES None

CALL TO THE PUBLIC: Marcia suggested we use the sandwich board to advertise Y on the Fly. It can be outside now and moved inside in the winter. This idea was well received. Hope will order 2 posters for the sandwich board. Posters will be displayed as soon as we receive them.

ADJOURNMENT @ 12:19 PM
Kate Pratt made a motion to adjourn the meeting and Karen Diaz seconds. All approved and the motion passed.

Respectfully submitted by Jennifer Brennan