

PINCKNEY COMMUNITY PUBLIC LIBRARY HYBRID BOARD MEETING
FEBRUARY 16, 2023
9:30 AM
HYBRID BOARD MEETING Draft MINUTES

CALL TO ORDER@ 9:31am

PRESENT: Kate Pratt, President; Shelly Wagnitz, Vice-President; Patti Nicholson, Secretary; Tyra Schmitter, Staff Liaison; Sara Castle, Assistant Director/Youth Librarian; and Hope Siasoco, Library Director

ABSENT: Kate Robertson, Treasurer and LaVerne Read, Trustee

PRESENT VIA ZOOM: Jennifer Brennan, Note taker

President's Announcement regarding Public Comment Section

PUBLIC COMMENT

Note: Public Comment for this hybrid meeting is made available in advance of the meeting through this publicly available Google Document: <https://forms.gle/JbZBfHEmfhJqgp8R7> or email: hsiasoco@pinckneylibrary.org or during the time of the meeting.

None via electronics

Tyra Schmitter made a comment speaking as Public. She pointed out that senior staff is required to attend board meetings as a liaison for library staff members. Tyra made a request that if a discussion about staff is taking place during a board meeting that the Staff Liaison was able to act as an actual liaison and make comments during the discussion.

Her reason stated is that the current procedure delays action in response to staff issues. Staff is unable to offer information before a vote is taken. Then the staff is required to request changes or decisions at a later meeting instead of being proactive. Then delays with cancelled meetings and discussions being tabled cause even longer delays. Most issues could be resolved faster and more efficiently if staff was included in the original discussion. This is a Library Board Procedural change request only.

Tyra also pointed out that many times the staff is not aware of issues being covered at the meeting until the morning of the meeting so they do not have a way to request that they be invited into the discussion.

The Board agreed this is an important issue and added it to the agenda under Issues.

CONSENT AGENDA

✚ CORRECTION/ADDITIONS TO AGENDA

- Addition to the agenda: Include a discussion on Staff Liaison being allowed to offer input during meetings under Special Issues.

✚ READING OF MINUTES FROM DECEMBER 15, 2022 HYBRID ANNUAL BOARD MEETING

✚ PRESENTATION OF BILLS:

- December 2022 – January 2023 Bills for Review
- February 2023 Bills for Review

- Kate Pratt made a motion to accept the Consent Agenda as amended and Patti Nicholson seconds. All approved and motion passes.

SPECIAL ISSUES

- Library Staff Annual Dinner – Saturday, March 4 at Block Brewing in Howell
 - Requesting the Board to pay for the upcoming staff holiday dinner
 - Discussion of what money from the Library's revenues can be used for this particular purpose. Kate Pratt stressed that the money cannot come from public funds but donations
 - Board discussed whether to allow for a budget per person or just a total of up to \$500
 - Kate Pratt reminded Hope that this money should not be for purchase of alcohol
- Shelly Wagnitz made a motion to provide, using donation money, up to \$500 for the Library Staff Annual Dinner with money restricted from being used for alcohol and Patti seconds. All approved and motion passes.
- Employee Handbook Revisions -- TABLE
- Update on New Labor Laws in 2023 -- TABLE
 - Improved Workforce Opportunity Wage Act 2023
 - Earned Sick Time Act 2023
- Staff Liaison Participation During Board Meetings

Patti wanted to discuss the issue but not take action until a full Board is together. Items to be covered are topics specific to staff and Robert's Rules of Order.

A discussion followed.

The Assistant Director asked about the topic of Staff Holiday Pay. This Issue has been tabled for the next meeting. Shelly explained that the Policy Subcommittee has this topic as their most current policy to redo.

OLD BUSINESS:

- CDC COVID-19 Tracker: Livingston County at “Low Rate of Community Level Transmission” and 6.5% test positivity results (Risk Determination Level C in MiSafeStart Map as of February 6, 2023)
- New CDC COVID-19 Community Checker - https://covid.cdc.gov/covid-data-tracker/#county-view?list_select_state=Michigan&data-type=&list_select_county=26093 - Livingston County Measure: **Low** (About 6.8% new COVID-19 admissions per 100,000 population)
- Review of COVID-19 Pinckney Library Policies:
 - Face covering encouraged and
 - Social distancing encouraged
- Update on Proposal for honoring Joan McCloskey, Former Treasurer of the Pinckney Library Board of Trustees, service to the Library and the Pinckney Community – TABLE
- Update on new Library Donor Wall named after Lois Kovell – TABLE

NEW BUSINESS:

Reports:

- + Library Progress Report
 - TABLE
- + Friends Group Report
 - TABLE
- + Treasurer's Report
 - TABLE—Bank of Ann Arbor
- + Bookkeeper Report
 - TABLE

Issues:

NEW AND ONGOING BOARD ISSUES

Patti asked the status of any laws to change Open Meetings Act to allow Board Members to participate via Zoom. Hope responded that this issue was brought up during the February 10th Library of Michigan Directors Meeting. Other libraries are struggling with the same issue. Their board members not meetings due to quorum issues. Hope will email state library contacts for information regarding any upcoming laws or how the Board might be able to advocate for this issue with the Legislators.

CALL TO THE PUBLIC

Tyra noted that Holiday Pay hour's calculations needs to be adjusted for full time positions.

ADJOURNMENT@ 10:16 am

- Shelly Wagnitz made a motion to adjourn the meeting and Kate Pratt seconds. All approve and the motion passed.

Respectfully submitted by Jennifer Brennan, Note taker.