

PINCKNEY COMMUNITY PUBLIC LIBRARY HYBRID BOARD MEETING
MARCH 16, 2023
9:30 AM
HYBRID BOARD MEETING DRAFT MINUTES

CALL TO ORDER @ 9:30 am

Present: Kate Pratt, President; Kate Robertson, Treasurer; Shelly Wagnitz, Vice President; Patti Nicholson, Secretary; LaVerne Read, Trustee; Hope Siasoco, Director; Marcia Spicer, Staff Liaison; and Jennifer Brennan, Note Taker; and Sara Castle, Youth Librarian and Assistant Director.

Special Guest: Robert Flanagan.

Public: Tyra Schmitter, Library Employee.

President's Announcement regarding Public Comment Section

PUBLIC COMMENT: None

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.

CONSENT AGENDA

✚ CORRECTION/ADDITIONS TO AGENDA

✚ READING OF MINUTES FROM FEBRUARY 16, 2023 HYBRID ANNUAL BOARD MEETING

✚ PRESENTATION OF BILLS:

- March 2023 Bills for Review
- Kate Pratt made a motion to accept the Consent Agenda as presented for March and Shelly Wagnitz seconds. All approved and motion passes.

SPECIAL ISSUES

- Presentation by Robert and Jessica Flanagan regarding a candy vending machine in the Pinckney Library
 - Robert and Jessica are Pinckney residents
 - They would donate a portion of all of profits to the library
 - Passed out a flyer
 - Kate Pratt explained that the library can't have vending machines at the moment. Given that our building is financed through bonds, the library is under SEC regulations: only 5% of the library building floor space can be used for non-library use (and the Friends Group already uses up that 5% of the building's floor space)
 - Library building is funded by Municipal bonds
 - Future discussions on Building Use requirements may need to be had
 - Kate Pratt will follow up with the Flanagans regarding a formal decision from the Library Board
- Staff participation in meeting discussions during Board Meetings
 - This issue was brought up during the February board meeting and needed input from the full Library Board as this dealt with Board meeting procedures. A discussion followed
 - Designate the difference between Public & Staff Liaison
 - Must Staff Liaison be invited into the discussion before they can interject on a given topic on the agenda?
 - Patti made a motion that the Staff Liaison may signal to the Board that they have information directly related to the topic being discussed, and the Board may invite them into the discussion and Kate Robertson seconded. All approve and the motion passed.
- Review of Pinckney Library Section XI – Technology Policy
 - Laptop Lending Policy needs to be reviewed and updated given the 5 new Dell laptops from the 2021-2022 ARPA grant
 - The Sub-Committee will work on this Policy
 - The director would like fees/fines to still apply to Laptops
 - Kate Pratt would like the subcommittee to discuss the option to have the patrons check out the laptops and take them out of the library building
- Employee Handbook Revisions
 - Holiday Pay Benefit
 - See attached Recommendation
 - A discussion followed
 - Benefits must be based on Position not age of the employee

- The Board discussed removing the wording of “Library pages” as exempt from receiving Holiday Pay
- Kate Robertson made a motion to edit the recommendation to remove the words “Library pages” leaving the last sentence to read “Library interns and substitute staff are not eligible for Holiday Pay” and Kate Pratt seconded. All approved and motion passes.
- Shelly Wagnitz made a motion to accept the Holiday Pay Benefit as amended retroactively to January 1, 2023 and Kate Robertson seconded. All approved and motion passes.
- Review of Employee Handbook
 - A discussion on where this topic needs to be on the Library Board Agenda followed
 - The topic of “Review of Employee Handbook” will be moved to “NEW AND ONGOING BOARD ISSUES” in future Board Meetings
- Michigan Library Advocacy Day at the Michigan Capitol – Tuesday, April 25, 2023, 10am – 6pm—Hope reminded the Library Board of this great opportunity for Library Board members to help advocate for libraries all over Michigan. Hope attended over 10 years ago with the Howell Library director and department supervisors and she found it very beneficial and educational.

OLD BUSINESS:

- CDC COVID-19 Tracker: Livingston County at “Low Rate of Community Level Transmission” and 11.3% test positivity results (Risk Determination Level C in MiSafeStart Map as of March 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 8.4% 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
 - Hope shared the Resolutions passed by the Village Council acknowledging and honoring Joan McCloskey, a former long-time Village Appointee to the Library Board for her great dedication to the Pinckney Library and the Pinckney Community
 - Hope shared the Acknowledgement of Long Service Certificate for Joan McCloskey’s service on the Library Board from the Library of Michigan
 - Both Resolution and Certificate will be mailed to Joan McCloskey after the meeting
 - Kate Robertson still needs to finalize the commemorative plate that will honor Joan McCloskey’s service on the Library Board
 - Kate Pratt requested that we first take a photo of the commemorative plate, get it framed and have it installed prominently in the library before sending the gift to Joan McCloskey
- Update on new Library Donor Wall named after Lois Kovell
 - See Attached quotes and information from Kyle Haning of Library Design
 - Kate Pratt made a motion to accept Proposal #P-35356 Item1 for 2 shelves for \$9985.00 and Kate Robertson seconds. All approved and motion passes.
- Advocating for Changes to current Open Meetings Act Law of Board Participation via online teleconference—Hope forwarded the response from Debbie Mikula of the Michigan Library Association (MLA) that included sample email language to send to local State Representatives and Senators to advocate for including online participation by municipal officers, including Library Board of Trustees, as part of the Open Meetings Act Law. (See attached email from Debbie Mikula)

NEW BUSINESS:

Reports:

- ✚ Library Progress Report
 - MIOSHA Active Shooter Training
 - Hope is partnering with Hamburg Township Library to try and bring this training to our area
 - Plan is to hopefully set this up as a joint staff development day for the two libraries in the Fall
 - Livingston County Directors’ presentation on Tuesday, March 21 at 7pm via Zoom—Hope mentioned that all six Livingston County library directors were invited by the Livingston County League of Women Voters to do an online presentation on the purpose of public libraries and services and resources that we all provide to our county
 - Notes from the March 10 Library of Michigan Directors Meeting

- Hope forwarded pertinent sections from the March 10 Library of Michigan directors monthly meetings with the Library that could directly or indirectly affect their work as library trustees and the library functions
- Of particular note is what is considered to be a “healthy fund balance”—From Clare Membiela, legal specialist at the Library of Michigan: “The **amount that should be kept in a fund balance can differ from library to library** so this is a question for directors and boards to discuss with a financial professional. One thing libraries shouldn’t ever do, however, is maintain a large fund balance (more than 1 years operating budget). Having this much available funds can harm a millage campaign and cause citizens to wonder why they pay a millage if the library just holds the money? Boards could put money fund accounts for capital projects, or invest the funds.”
- Other topics discussed in the notes: changes to Service Animals and Service Animals in Training inside library buildings; changes to library’s fiscal year; can library board training be during closed session (answer: no); could libraries assess fees for any book challenges (answer: consult with library lawyer before imposing such fees); can library boards postpone a meeting if there’s not a full board contingent but still have a quorum present (answer: no, library meetings need to occur unless there’s a lack of quorum in attendance); records retention; can libraries be included under the new House Bills regarding designation of “gun safe zones”; and will Library of Michigan hold a trustees training in northern MI this year?
 - Also included in the notes are web links to resources on how to handle book challenges and State Legislation Tracking
- Update: Return of Puzzle Palooza was cancelled due to inclement weather; rescheduled for Saturday, April 8 from 10am-2pm (Registration Closed)
- Easter Holiday Hours Reminder: Friday, April 7—Library open from 10am-2pm; Closed on Saturday, April 8
- Update on the Seed Library Collection
 - Seed donations are coming in
 - Patti has signed the library up with the One Seed, One State program. 2023 Seed is the Grand Rapids Lettuce
 - Seed donation display is adapting
 - Hope mentioned that the Seed Library page on the library’s website needs to be updated
 - Patti discussed different ways to promote our participation with the One Seed, One State program. One idea was to create a connection to the UM Free Student Clinic and local Food Banks
- Update on Library Events:
 - Yoga is for Everyone – 8 Wednesdays starting February 22 – April 5 from 10:30am – 11:30am with Instructor, Bonnie Frizzell
 - Baby Time Story Time: Mondays from 10am-11am
 - Family Story Time: Tuesdays from 11am-12pm
 - Off the Shelf Book Discussion—Tuesday, March 21, from 6:30pm-7:30pm; March’s book title: *Remarkably Bright Creatures* by Shelby Van Pelt
 - DC League of Super-Pets Movie Showing (PG) – Monday, March 27 from 3pm-5pm
 - Children’s Spring Maker Day—Wednesday, March 29 from 1pm-3pm
 - Hare and Tortoise! EMU Theater for the Young Tour—Friday, March 31 from 10:30am-11:30am

📌 Friends Group Report- Reviewed and on file

📌 Treasurer’s Report- Reviewed and on file

- A discussion followed
- Bank of Ann Arbor—Kate Robertson has an appointment next week
- Current motion from the November 2022 meeting:
 - Shelly Wagnitz made a motion to move \$85,000 of the bequest into a 12-month CD at Bank of Ann Arbor and the balance of the bequest in a Money Market or Savings Account as determined by the treasurer and Kate Pratt seconds. All agree and the motion passes.
- Kate Pratt made a motion to amend the motion from November 2022 and Shelly Wagnitz seconds. All approved and motion passes.
 - The amended motion shall read: Kate Pratt made a motion to move \$85,000 of the Lois Kovell bequest to Bank of Ann Arbor to be diversified responsibly by the Treasurer with advice from the banker and the balance of the bequest be put in a

money market or savings account or any other legally allowed investments as determined by the Treasurer, and Shelly Wagnitz seconds. All approved and motion passes.

- Michigan CLASS & Local Community Stabilization Authority Checks
 - Kate Pratt is advocating diversification of investments
 - Kate Pratt agreed to look more into Michigan CLASS
- Community Foundation for Southeast MI special meeting presentation
 - The Board is still interested in meeting with Randy Ross from the CFSEM
 - Hope will try to arrange a meeting—will have to be a Special Meeting and not during a regular Board meeting
 - Kate Robertson asks that it be on a Thursday morning if at all possible so she can attend
 - Hope will let the Board know during April's meeting what possible dates they can set this Special Meeting
- Library Audit on Thursday, April 20
 - The Library's auditor, Campbell Auditing, sent over a list of records and information needed to complete this year's audit
 - PFM, the library's bond auditors asked for our 2022 audit, which will be shared with them once the audit is complete
 - Hope will contact Pat Carney, Putnam Township Treasurer, to ask for the 2022 Property Tax Settlements and the Winter Adjusted Tax Rolls

📁 Bookkeeper Report- Reviewed and on file

Issues: None

NEW AND ONGOING BOARD ISSUES

- Proposed Upgrade to Fire Alarm Panel – National Time and Signal and AT&T
 - Hope explained that the library's fire alarm panel lost its connection to National Time & Signal. When Scott Mills, our building coordinator, checked into what may be wrong with the panel, he discovered that AT&T, which provides the phone line to dial out to National Time & Signal, was disconnected. After much negotiation with AT&T, because they keep changing the contract that provides for a more reasonably priced direct phone line, the line to the fire alarm panel was reinstated with protections against being dropped. But, given the difficulties of maintaining one phone line through AT&T, National Time & Signal suggested another option would be to upgrade the current panel with a direct cell service connection.
 - National Time and Signal provided the library with a quote for the equipment upgrade along with a 5 year monitoring contract
 - A discussion followed
 - Kate Robertson asked if, since the fire alarm panel was installed back in 2012 with the library building, it's now time to check into a different fire alarm panel.
 - A suggestion about contacting All-Start Alarm to provide a quote for a new system was brought up, especially since they also provide and maintain the library's current security camera system
 - Subcommittee to look into researching different options was announced. Subcommittee will include Scott Mills, Building Coordinator, Shelly Wagnitz as Board Liaison, and Hope Siasoco, Library Director
 - Kate Pratt made a motion to table any decisions until more information is available and Kate Robertson seconds. All approved and motion passes.
- Changes to the Elliot Larsen Civil Rights Amendment – to include protections for sexual orientation and gender identity or expression (See attached Legislation Tracking) and how this affects the Pinckney Library
- Update on ADA Laws to include Service Animals in Training (See attached)
- Community Foundation for Southeast MI, Elizabeth and John Colone Endowment for the Pinckney Community Public Library
 - 2023 Disbursement: \$811 total for the year in two installments of \$405.50 on June 2, and \$405.50 on December 1
 - Resolution for use of this money. (Reminder, this can not be used for collection, programs or grounds care and building. Must go towards Library Operations. Traditionally, the Board has used this money towards Staff Professional Development)
 - Kate Robertson made a motion that the Colone Endowment money be used for Staff Development in 2023 and Kate Pratt seconds. All approve and the motion passes.
- For Board Consideration – EV Charging Stations at the Library—Tabled
 - Village DDA contracted with Robert Vedder's new company

- TLN Cooperative is still in the early stages of deciding if they'd like to pool resources to provide discounted pricing to interested libraries
- DSLRT (Detroit Suburban Libraries Roundtable) will have a presenter from SEMCOG for their Friday, March 17 meeting at 10am at Auburn Hills—Hope will be attending this meeting

CALL TO THE PUBLIC: None

ADJOURNMENT @ 11:50am

Patti Nicholson made a motion to adjourn and Kate Robertson seconds. All approve and the motion passes.

Respectfully Submitted by Jennifer Brennan, Board Notetaker

Proposed: March 9, 2023

Approved Revised Section D: March 16, 2023

- Kate Robertson made a motion to edit the recommendation to remove the words “Library pages” leaving the last sentence to read “Intern and substitute staff are not eligible for Holiday Pay.” and Kate Pratt seconded. All approved and motion passes.
- Shelly Wagnitz made a motion to accept the Holiday Pay Benefit as amended retroactively to January 1, 2023 and Kate Robertson seconded. All approved and motion passes.

D. Holiday Pay

The library recognizes the following paid holidays: New Year’s Day, Good Friday (½ day), Easter, Memorial Day, Independence Day, Labor Day, Thanksgiving Day (1 ½ days), Christmas Eve Day, Christmas Day and New Year’s Eve Day.

Full time staff shall receive 8 hours of pay and part time staff shall receive 4 hours of pay for each recognized holiday. Should the holiday fall on a weekend employees will be given either Monday or Friday off. Library interns and substitute staff are not eligible for Holiday Pay.



Hope Siasoco <hsiasoco@pinckneylibrary.org>

Pinckney Community Public Library - Donor Signage Proposal P-35356

Kyle Haning [REDACTED]

Wed, Feb 15, 2023 at 9:44 AM

To: Hope Siasoco [REDACTED]

Hi Hope,

I've attached an updated proposal below with (2) options provided. Option 1 is the original item you've seen previously, Option 2 is for the same donor sign but with only (1) donor shelf instead of (2). This reduces the amount of material and labor required, which then reduces the cost of the project.

If you've got any questions at all, please let me know.

[Quoted text hidden]

On Feb 10, 2023, at 1:31 PM, Hope Siasoco <hsiasoco@pinckneylibrary.org> wrote:

Thanks for the clarification, Kyle. One last follow-up, can you also outline some alternatives that could affect the overall cost of the donor wall?

Hope
PCPL

She/Her
Pinckney Community Public Library
125 Putnam St.
Pinckney, MI 48169
Tel: 734-878-2952
Fax: 734-878-2907
Email: hsiasoco@pinckneylibrary.org

On Fri, Feb 10, 2023 at 10:34 AM Kyle Haning [REDACTED] wrote:

Hi Hope,

Thanks for the phone call this week, I was able to get an answer from the manufacturer regarding your questions, I've noted them below:

- 10 year of paint will fade a little, so there might be some marginal difference between the new signage and your existing signage.
- The signs have not changed so they are interchangeable if you want to swap some from the existing sign onto the new sign.
- The paint process on these signs are tier 1, top automotive quality and done in our processing plant in the UK, so finishes are accurate.

Also as we discussed, this signage proposal is quoted with the same exact dimensions and design as your current sign. The only difference is the donor information at the top, which we can determine after an approval. Once we do receive an approval, we will provided drawings for review and approval where we can finalize the donor text information.

If you've got any additional questions, please feel free to contact me.

Thank you!


—

Kyle Haning
Library Specialist
Library Design Associates, Inc.



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On Feb 8, 2023, at 1:47 PM, Kyle Haning  wrote:

Hi Hope,

Thanks again for the email, appreciate it. The quote that I sent over on 11/2 is an official quote and pricing is still accurate. As far as the formal drawings, we don't often request ASI to provide signage drawings until we get an approval. If we request drawings and they spend the time drawing this, I want to make sure that we have an approval before I ask them to put the time into the drawings.

As for the quote, we did quote the exact same layout, dimensions, size, and specifications to what you have currently. The only change that will be made is the text at the top of the donor wall as well as the donor plaque. For example, you current donor wall reads "Major Donors", this new wall has been quoted to read "LOIS E. KOVELL DONOR WALL". The new text is noted on the proposal in the center paragraphs.

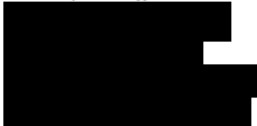
I've attached some messy marked up drawings below showing what you have now, this new donor wall signage is quoted the exact same but with the new text at the top as you had requested. As for the removable donor inserts, yes the book sections can be removed and have text added to them.

Please let me know if you have any additional questions.

Thank you,


—

Kyle Haning
Library Specialist
Library Design Associates, Inc.



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On Jan 19, 2023, at 7:54 AM, Kyle Haning  wrote:

Hi Hope,

Thank you for the email, I am looking into this and will get back with your shortly.



I've got to reach out to ASI to see if they will provide drawings without an order. Usually they will not, but I may be able to swing it.

I do believe we were matching the previous signage dimensions and details, just with different text, so I could provide that as reference with the note that text is to be changed and will be shown to the library for review.

Thank you, be back in touch by this weekend.

Kyle Haning
Library Specialist



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On Jan 16, 2023, at 5:53 PM, Hope Siasoco
<hsiasoco@pinckneylibrary.org> wrote:

Kyle,

I just realized that I hadn't forwarded you the decision of the Library Board regarding a new Donor Wall for the Library hallway.

The Board would like an official quote along with design specs for the wall--where it will be located, how big/dimensions, drawing, etc. -- before they can agree to the proposal you submitted back in November.

Also, the Board wants to make absolutely sure that the name plaques would be interchangeable with the current donor wall.

Thanks in advance for the help! Sorry for the delay in sending this to you.

Hope
PCPL

She/Her
Pinckney Community Public Library
125 Putnam St.
Pinckney, MI 48169
Tel: 734-878-2952
Fax: 734-878-2907
Email: hsiasoco@pinckneylibrary.org

----- Forwarded message -----

From: **Kathy Lomuscio** [Redacted]
Date: Wed, Nov 2, 2022 at 3:28 PM
Subject: Pinckney Community Public Library - Donor Signage Proposal P-35356
To: <hsiasoco@pinckneylibrary.org>
Cc: Kyle Haning [Redacted]

Hi Hope, please see the following from Kyle:

Thanks again for contacting me last week regarding your interest in additional Donor signage to match what we provided in 2013. Per our discussion, I have attached our proposal below for your review with all material, freight and installation by our factory trained installers.

Please note that the new Donor signage in this proposal has been specified to match the existing with the only change being made to the Donor name information as well as the Donor plaque. I know you mentioned that you would be taking this to the Board for approval this month, once we do receive approval we can provide drawings for a quick review prior to order placement.

If you have any questions at all, please be sure to reach out to me directly or reply all to this email. We look forward to hearing back.

Thank you,

Kyle
Thank you,

Kathy Lomuscio
Library Design Associates, Inc.
1149 S. Main St.
Plymouth MI 48170
(734) 459-5000

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2 attachments



icons8-instagram-32.png
2K



P-35356.pdf
1391K



**LIBRARY
DESIGN
ASSOCIATES
INC.**

1149 South Main Street
Plymouth, Michigan 48170-2213

Telephone: (734) 459-5000

Date 02/15/23
Proposal No. P-35356
Page 1

To Pinckney Community Public Library
Attn: Hope Siasoco, Director
E: hsiasoco@pinckneylibrary.org

Item	Qty.	Catalog No.	Description	Unit Price	Total
1	1	ASI/LDA	<p>In accord with our recent phone conversation, we are pleased to provide the following proposal, for your consideration:</p> <p>All pricing below includes material, freight and installation by LDA authorized personnel.</p> <p>Option 1: Donor Signage: New Donor wall signage to match the previous order provided by LDA in 2013. Signage to consist of the following:</p> <p>*5" High x 1/4" thick acrylic letters painted and tape mounted to read "LOIS E. KOVELL DONOR WALL"</p> <p>*6" High x 10" wide x 1/4" thick Silvertone plaque with Black infill, tape mounted to read "In memory of Lois E. Kovell. The Pinckney Library would like to thank her estate for its generous bequest. We are honored by her profound act of love and confidence in our institution."</p> <p>*(2) Sets of Level 1 Book donation signs, (2) sets of Level 2 Book donation signs, (2) sets of Level 3 Book donation signs, (3) sets of Level 4 Book donation signs and (3) sets of Level 5 Book donation signs.</p> <p>Per our discussions, we have specified the Donor Wall to match the existing currently installed in the Library, the only change that has been made is the Donor information text and Donor plaque to be mounted above the book shelves. Final drawings will be provided once an order has been approved for final sign off prior to production.</p>	9,985.00	9,985.00

We propose to furnish the material specified above at the prices quoted under the conditions stated here. Deliveries are subject to delays from fire, strikes or other causes beyond our control.

Delivery F.O.B.

By Library Design Associates, Inc.

To order the items listed, sign and return, signifying your acceptance.

Accepted by/Title/Date



**LIBRARY
DESIGN
ASSOCIATES
INC.**

1149 South Main Street
Plymouth, Michigan 48170-2213
Telephone: (734) 459-5000

Date 02/15/23
Proposal No. P-35356
Page 2

To Pinckney Community Public Library
Attn: Hope Siasoco, Director
E: hsiasoco@pinckneylibrary.org

Item	Qty.	Catalog No.	Description	Unit Price	Total
2	1	ASI/LDA	<p>Option 2: Donor Signage: New Donor wall signage to match the previous order provided by LDA in 2013. Signage to consist of the following:</p> <p>*5" High x 1/4" thick acrylic letters painted and tape mounted to read "LOIS E. KOVELL DONOR WALL"</p> <p>*6" High x 10" wide x 1/4" thick Silvertone plaque with Black in-fill, tape mounted to read "In memory of Lois E. Kovell. The Pinckney Library would like to thank her estate for its generous bequest. We are honored by her profound act of love and confidence in our institution."</p> <p>*(1) Sets of Level 1 Book donation signs, (1) sets of Level 2 Book donation signs, (1) sets of Level 3 Book donation signs, (2) sets of Level 4 Book donation signs and (2) sets of Level 5 Book donation signs.</p> <p>Per our discussions, we have specified the Donor Wall to match the existing currently installed in the Library, but have modified this item to provide only (1) shelf of donor signs in lieu of (2) shelves. Final drawings will be provided once an order has been approved for final sign off prior to production.</p>	6,963.00	6,963.00

We propose to furnish the material specified above at the prices quoted under the conditions stated here. Deliveries are subject to delays from fire, strikes or other causes beyond our control.

Delivery F.O.B.

By Library Design Associates, Inc.

To order the items listed, sign and return, signifying your acceptance.

Accepted by/Title/Date



**LIBRARY
DESIGN
ASSOCIATES
INC.**

1149 South Main Street
Plymouth, Michigan 48170-2213

Telephone: (734) 459-5000

PROPOSAL

Date 02/15/23
Proposal No. P-35356
Page 3

To Pinckney Community Public Library
Attn: Hope Siasoco, Director
E: hsiasoco@pinckneylibrary.org

Item	Qty.	Catalog No.	Description	Unit Price	Total
			<p>NOTES:</p> <p>a) Payment terms are NET 30 days.</p> <p>b) Pricing is good for (30) days and is subject to reconfirmation thereafter.</p> <p>c) Drawings to be provided for approval after approval of this proposal.</p>		

We propose to furnish the material specified above at the prices quoted under the conditions stated here. Deliveries are subject to delays from fire, strikes or other causes beyond our control.

Delivered and Installed

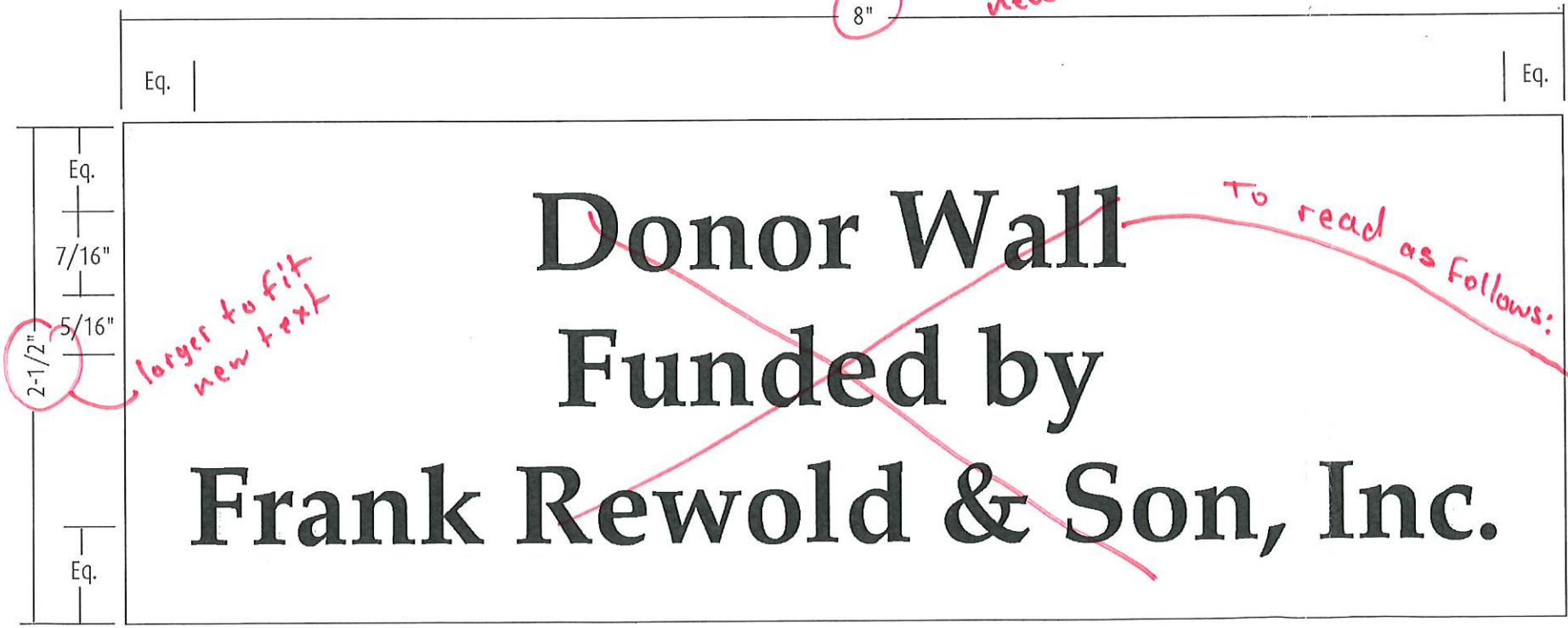
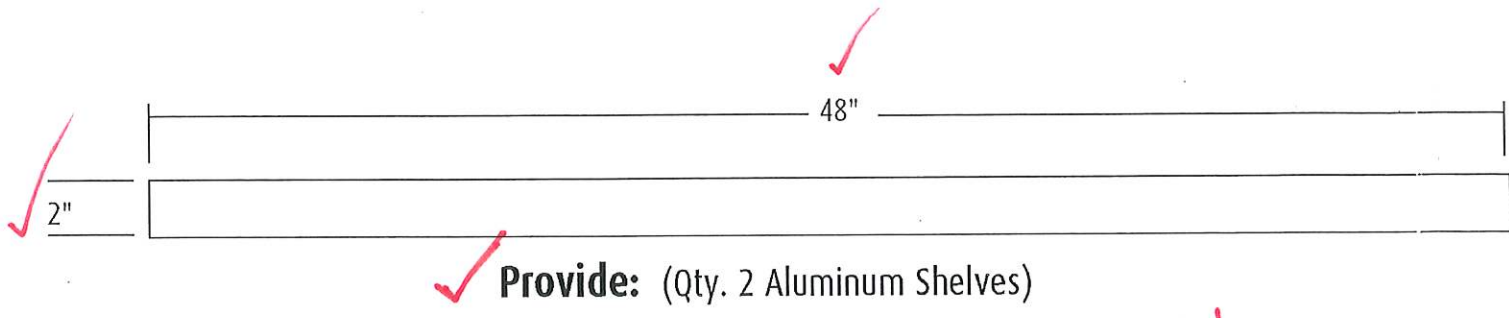
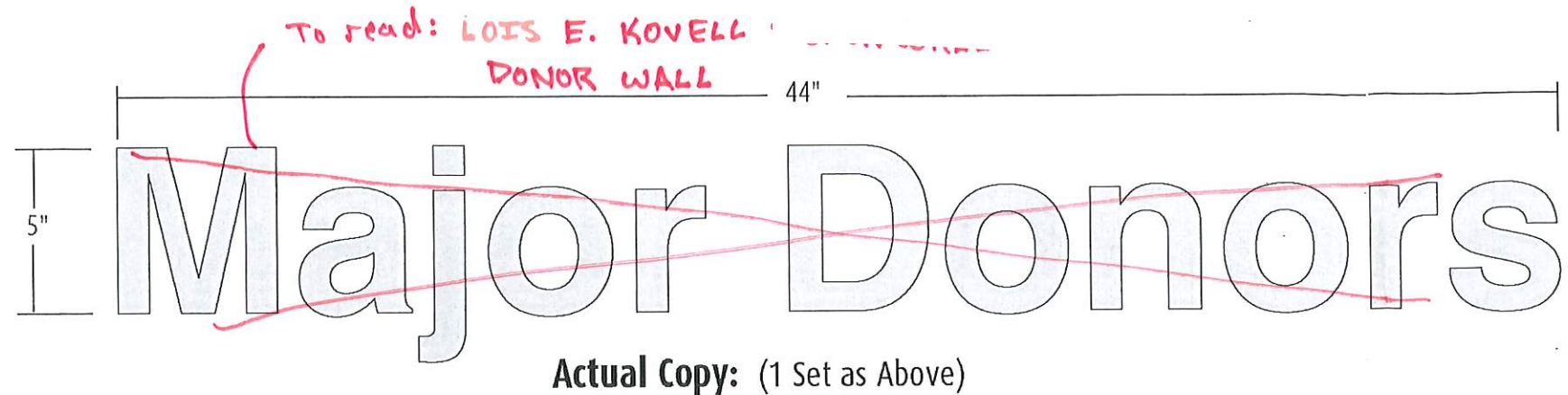
Kyle Haning

Delivery F.O.B.

By Library Design Associates, Inc.

To order the items listed, sign and return, signifying your acceptance.

Accepted by/Title/Date



Actual Copy: (As Shown) Provide (1) as shown

FWO No.: 99698 Date: 1/28/13
Client: Library Design
Project: Pinckney Comm. Public Library

Sign Type: LPP, Etched Plaque
Description: Dimensional Letter, Etched Plaque
Product Code: LPP, Etched Plaque Size: 5" x 1/4"d, 2-1/2" x 8"
Quantity: 1 Set LPP; 2 Shelves, 1 Etched plaque
Graphics Process: LPP, Etched
Typography: 5" Helvetica Medium, Inc. (LPP)
7/16" Palatino Bold, Inc. (Etched Plaque)

Graphics Color:
LPP: MX 15 Satin Aluminum
Etched Plaque: Black Infill

Frames & Fixtures:
Provide (2) 2" x 2" x 48" Aluminum Tubes to serve as shelves, with end caps, painted MX 15 Satin Aluminum, stud mounted

Background Color:
LPP: MX 15 Satin Aluminum
Etched Plaque: Silvertone

Installation Method:
LPP: VT32 (Tape Mounted)
Shelves: Stud mounted

Notes:
In memory of Lois E. Kovell. The Pinckney Library would like to thank her estate for its generous request. We are honored by her profound act of love and confidence in our institution.



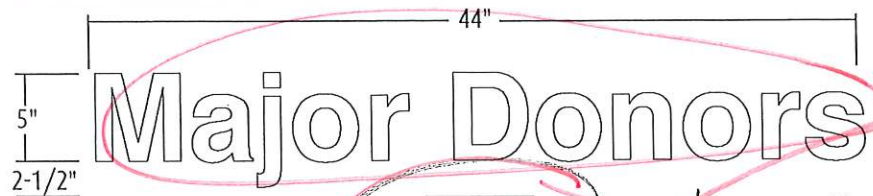
Submittal Comments
Please Check One: COPY

- Approved As Submitted
- Approved As Noted
- Revise And Resubmit

Reviewed By: Jennifer Kotelucka
Date: 4/16/13

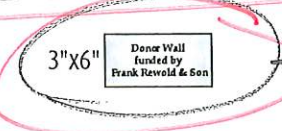
Additional Notes:
This drawing is the property of ASI. This drawing is submitted under a confidential relationship for a specified purpose and the recipient, by accepting this document, assumes custody and agrees that this document will not be copied or reproduced in whole or in part, nor its contents revealed in any manner or to any person except to meet the purpose for which it was delivered without express written permission.

Please Fax or Mail Drawings To The Address Above

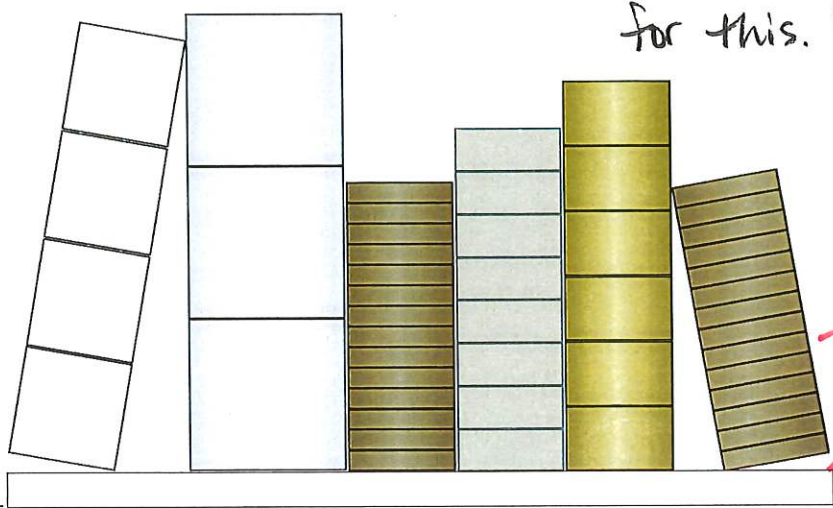


Major Donors

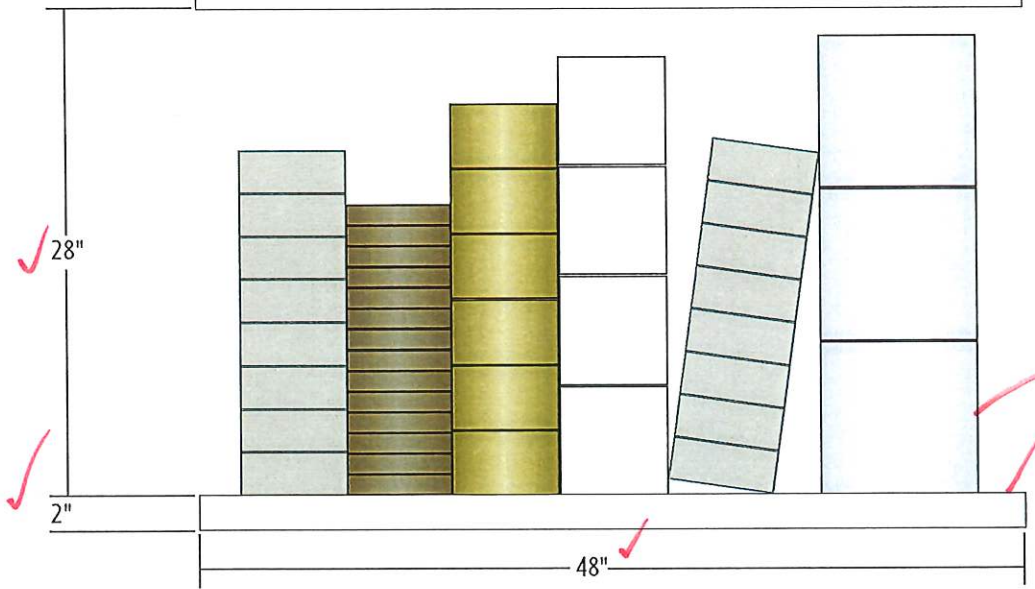
see notes on other page.



ADD "Inc." to sign make slightly larger for this.



good as shown



good as shown

Actual Copy: (N/A)

FWO No.: 99698 Date: 1/28/13
 Client: Library Design
 Project: Pinckney Comm. Public Library

Sign Type: **Design Layout**

Description: Design Layout

Product Code: Size:

Quantity:

Graphics Process:

Typography:

Graphics Color:

Frames & Fixtures:

Background Color:

Installation Method:

Notes:



1119 Wheaton
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 fx 248.680.9061

Drawings Shown In Proportion But Not To Scale

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This drawing submitted specified document or in part, or to any part it was delivered

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Hope Siasoco <hsiasoco@pinckneylibrary.org>

Open Meetings Act

Debbie Mikula <dmikula@milibraries.org>
To: Hope Siasoco <hsiasoco@pinckneylibrary.org>

Tue, Feb 21, 2023 at 9:47 AM

Hope – here is a little bit that you can share with your board members on reaching out to their legislators on the Open Meetings Act and the opportunity to revise it to allow for remote meetings.

Last year, the Michigan Library Association (MLA) worked with Representative John Damoose (District 107) on drafting language that would allow all libraries and cooperatives to meet virtually if they choose. This is an issue that we have come to recognize not only for libraries, but for school boards, municipal boards and others. While we were disappointed that the proposal didn't see any traction, we are very grateful to Rep. Damoose for recognizing the challenges faced by our libraries when it comes to meeting in person – distance, weather, busy schedules, disabilities, etc. – and acknowledging that advancements in technology can only make an individual's decision and commitment to serve, stronger. With the new 102nd legislature now beginning its work, we hope that our Senators and Representatives will again look at updating the Open Meetings Act to make improvements to this act.

To find you state Senator and Representative click on this link: <https://www.milibraries.org/find-your-legislators>

Debbie



Deborah E. Mikula

Executive Director

Michigan Library Association

3410 Belle Chase Way, Suite 100

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Office: 517-394-2774, ext. 5

Direct: 517-881-1266 **Please note new number*

dmikula@milibraries.org

www.milibraries.org

Pronouns: she/her/hers

Senate Bill 0004 (2023) rss?

Friendly Link: <http://legislature.mi.gov/doc.aspx?2023-SB-0004>

Sponsors

Jeremy Moss (district 7)

Jeff Irwin, Erika Geiss, Paul Wojno, Dayna Polehanki, John Cherry, Kristen McDonald Rivet, Kevin Hertel, Mallory McMorro, Mary Cavanagh, Stephanie Chang, Rosemary Bayer, Sean McCann, Sylvia A. Santana, Veronica Klinefelt, Darrin Camilleri, Sam Singh, Sue Shink, Winnie Brinks, Sarah Anthony

(click name to see bills sponsored by that person)

Categories

Civil rights: general discrimination; Civil rights: sex discrimination and harassment;

Civil rights: general discrimination; sexual orientation and gender identity or expression; include as categories protected under the Elliott-Larsen civil rights act. Amends title & secs. 102, 103, 202, 203, 204, 205, 206, 207, 209, 301, 302, 302a, 402, 501, 502, 504, 505 & 506 of 1976 PA 453 (MCL 37.2102 et seq.).

Bill Documents

Bill Document Formatting Information

[x]

The following bill formatting applies to the 2023-2024 session:

- New language in an amendatory bill will be shown in **bold**
- Language to be removed will be ~~stricken~~.
- Amendments made by the House will be blue, such as: House amended text.
- Amendments made by the Senate will be red, such as: Senate amended text.

(gray icons indicate that the action did not occur or that the document is not available)

Documents



Senate Introduced Bill

Introduced bills appear as they were introduced and reflect no subsequent amendments or changes.



As Passed by the Senate

As Passed by the Senate is the bill, as introduced, that includes any adopted Senate amendments.



As Passed by the House

As Passed by the House is the bill, as received from the Senate, that includes any adopted House amendments.



Senate Enrolled Bill

Enrolled bill is the version passed in identical form by both houses of the Legislature.

Bill Analysis

House Fiscal Agency Analysis



Summary as Passed by the Senate (3/8/2023)

This document analyzes: SB0004



Revised Summary as Reported from House Committee (3/10/2023)

This document analyzes: SB0004

Senate Fiscal Analysis



SUMMARY OF INTRODUCED BILL IN COMMITTEE (Senate-passed version) (Date Completed: 2-2-23)

This document analyzes: SB0004



SUMMARY OF BILL REPORTED FROM COMMITTEE (Date Completed: 2-9-22)

This document analyzes: SB0004

History

(House actions in lowercase, Senate actions in UPPERCASE)

NOTE: a page number of 1 indicates that the page number is soon to come.

Date ▲	Journal	Action
1/12/2023	SJ 2 Pg. 46	INTRODUCED BY SENATOR JEREMY MOSS
1/12/2023	SJ 2 Pg. 46	REFERRED TO COMMITTEE ON CIVIL RIGHTS, JUDICIARY, AND PUBLIC SAFETY
2/14/2023	SJ 15 Pg. 175	REPORTED FAVORABLY WITHOUT AMENDMENT
2/14/2023	SJ 15 Pg. 175	COMMITTEE RECOMMENDED IMMEDIATE EFFECT
2/14/2023	SJ 15 Pg. 175	REFERRED TO COMMITTEE OF THE WHOLE
2/21/2023	SJ 18 Pg. 222	REPORTED BY COMMITTEE OF THE WHOLE FAVORABLY WITHOUT AMENDMENT(S)
2/21/2023	SJ 18 Pg. 222	PLACED ON ORDER OF THIRD READING
3/1/2023	SJ 21 Pg. 251	AMENDMENT(S) DEFEATED
3/1/2023	SJ 21 Pg. 254	PASSED ROLL CALL # 32 YEAS 23 NAYS 15 EXCUSED 0 NOT VOTING 0
3/1/2023	HJ 19 Pg. 211	received on 03/01/2023
3/1/2023	HJ 19 Pg. 211	read a first time
3/1/2023	HJ 19 Pg. 211	referred to Committee on Judiciary
3/8/2023	HJ 22 Pg. 248	reported with recommendation without amendment
3/8/2023	HJ 22 Pg. 248	referred to second reading
3/8/2023	HJ 22 Pg. 251	read a second time
3/8/2023	HJ 22 Pg. 258	placed on third reading
3/8/2023	Expected in HJ 24	placed on immediate passage
3/8/2023	HJ 22 Pg. 265	read a third time
3/8/2023	HJ 22 Pg. 265	passed; given immediate effect Roll Call # 18 Yeas 64 Nays 45 Excused 0 Not Voting 1
3/8/2023	HJ 22 Pg. 266	inserted full title
3/8/2023	HJ 22 Pg. 266	returned to Senate
3/9/2023	SJ 25 Pg. 318	IMMEDIATE EFFECT DEFEATED
3/9/2023	SJ 21 Pg. 255	FULL TITLE AGREED TO
3/9/2023	SJ 25 Pg. 318	ORDERED ENROLLED

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House Bill 4256 (2021) rss?

Friendly Link: <http://legislature.mi.gov/doc.aspx?2021-HB-4256> **Public Act 75 of 2022** Find this PA in the MCL

Sponsors

Tommy Brann (district 77)
Kevin Hertel, William Sowerby, Sue Allor
(click name to see bills sponsored by that person)

Categories

Crimes: public safety; Animals: service animals;

Crimes: public safety; public accommodations; require to permit use of service animals for training or socializing. Amends sec. 502c of 1931 PA 328 (MCL 750.502c).

Bill Documents

Bill Document Formatting Information

[x]

The following bill formatting applies to the 2021-2022 session:

- New language in an amendatory bill will be shown in **bold**
- Language to be removed will be ~~stricken~~.
- Amendments made by the House will be blue, such as: House amended text.
- Amendments made by the Senate will be red, such as: Senate amended text.

(gray icons indicate that the action did not occur or that the document is not available)

Documents



House Introduced Bill

Introduced bills appear as they were introduced and reflect no subsequent amendments or changes.



As Passed by the House

As Passed by the House is the bill, as introduced, that includes any adopted House amendments.



As Passed by the Senate

As Passed by the Senate is the bill, as received from the House, that includes any adopted Senate amendments.



House Concurred Bill

Concurred bill is the version passed in identical form by both houses of the Legislature, issued prior to availability of the Enrolled bill.



Public Act

Public Act is a bill that has become law.

Bill Analysis

House Fiscal Agency Analysis



Summary as Introduced (4/26/2021)

This document analyzes: HB4256



Analysis as Reported from Committee (5/26/2021)

This document analyzes: HB4256



Analysis as Enacted (2/13/2023)

This document analyzes: HB4256

Senate Fiscal Analysis



SUMMARY OF HOUSE-PASSED BILL IN COMMITTEE (Date Completed: 9-14-21)

This document analyzes: HB4256

**SUMMARY OF BILL REPORTED FROM COMMITTEE (Date Completed: 2-10-22)**

This document analyzes: HB4256

**SUMMARY OF BILL ON THIRD READING (Date Completed: 4-13-22)**

This document analyzes: HB4256

History

(House actions in lowercase, Senate actions in UPPERCASE)

NOTE: a page number of 1 indicates that the page number is soon to come.

Date	Journal	Action
2/16/2021	HJ 11 Pg. 144	introduced by Representative Tommy Brann
2/16/2021	HJ 11 Pg. 144	read a first time
2/16/2021	HJ 11 Pg. 144	referred to Committee on Regulatory Reform
2/17/2021	HJ 12 Pg. 148	bill electronically reproduced 02/16/2021
5/4/2021	HJ 38 Pg. 631	reported with recommendation without amendment
5/4/2021	HJ 38 Pg. 631	referred to second reading
5/26/2021	HJ 48 Pg. 944	read a second time
5/26/2021	HJ 48 Pg. 944	placed on third reading
5/27/2021	HJ 49 Pg. 953	read a third time
5/27/2021	HJ 49 Pg. 953	passed; given immediate effect Roll Call # 264 Yeas 94 Nays 14 Excused 0 Not Voting 2
5/27/2021	HJ 49 Pg. 953	transmitted
6/2/2021	SJ 50 Pg. 865	REFERRED TO COMMITTEE ON REGULATORY REFORM
2/9/2022	SJ 12 Pg. 113	REPORTED FAVORABLY WITHOUT AMENDMENT
2/9/2022	SJ 12 Pg. 113	REFERRED TO COMMITTEE OF THE WHOLE
4/13/2022	SJ 33 Pg. 450	REPORTED BY COMMITTEE OF THE WHOLE FAVORABLY WITH SUBSTITUTE (S-1)
4/13/2022	SJ 33 Pg. 450	SUBSTITUTE (S-1) CONCURRED IN
4/13/2022	SJ 33 Pg. 450	PLACED ON ORDER OF THIRD READING WITH SUBSTITUTE (S-1)
4/14/2022	SJ 34 Pg. 457	PASSED ROLL CALL # 115 YEAS 32 NAYS 4 EXCUSED 0 NOT VOTING 2
4/14/2022	SJ 34 Pg. 458	VOTE RECONSIDERED
4/14/2022	SJ 34 Pg. 458	PASSED ROLL CALL # 116 YEAS 34 NAYS 4 EXCUSED 0 NOT VOTING 0
4/14/2022	SJ 34 Pg. 458	INSERTED FULL TITLE
4/14/2022	HJ 34 Pg. 498	returned from Senate with substitute (S-1) with full title
4/14/2022	HJ 34 Pg. 498	laid over one day under the rules
4/26/2022	HJ 35 Pg. 512	Senate substitute (S-1) concurred in
4/26/2022	HJ 35 Pg. 512	roll call Roll Call # 163 Yeas 80 Nays 22 Excused 0 Not Voting 4
4/26/2022	HJ 35 Pg. 512	full title agreed to
4/26/2022	HJ 35 Pg. 512	bill ordered enrolled
4/28/2022	HJ 37 Pg. 551	presented to the Governor 04/28/2022 12:05 PM
5/12/2022	HJ 43 Pg. 681	approved by the Governor 05/12/2022 09:03 AM
5/12/2022	HJ 43 Pg. 681	filed with Secretary of State 05/12/2022 09:48 AM
5/12/2022	HJ 43 Pg. 681	assigned PA 75'22

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Act No. 75
Public Acts of 2022
Approved by the Governor
May 12, 2022
Filed with the Secretary of State
May 12, 2022
EFFECTIVE DATE: Sine Die

**STATE OF MICHIGAN
101ST LEGISLATURE
REGULAR SESSION OF 2022**

Introduced by Reps. Brann, Hertel, Sowerby and Allor

ENROLLED HOUSE BILL No. 4256

AN ACT to amend 1931 PA 328, entitled “An act to revise, consolidate, codify, and add to the statutes relating to crimes; to define crimes and prescribe the penalties and remedies; to provide for restitution under certain circumstances; to provide for the competency of evidence at the trial of persons accused of crime; to provide immunity from prosecution for certain witnesses appearing at criminal trials; to provide for liability for damages; and to repeal certain acts and parts of acts inconsistent with or contravening any of the provisions of this act,” by amending section 502c (MCL 750.502c), as amended by 2015 PA 144.

The People of the State of Michigan enact:

Sec. 502c. (1) Except as otherwise provided in subsections (2) and (3), a public accommodation shall modify its policies, practices, and procedures to permit the use of a service animal by a person with a disability. If the service animal is a miniature horse, a public accommodation may use the following assessment factors to determine whether the miniature horse can be accommodated in its facility:

- (a) The type, size, and weight of the miniature horse and whether the facility can accommodate these features.
- (b) Whether the handler has sufficient control of the miniature horse.
- (c) Whether the miniature horse is housebroken.
- (d) Whether the miniature horse’s presence in a specific facility compromises legitimate safety requirements that are necessary for safe operation.

(2) A public accommodation shall not ask a person with a disability to remove a service animal from the premises because of allergies or fear of the animal. A public accommodation may ask a person with a disability to remove his or her service animal from the premises only if either of the following applies:

- (a) The service animal is out of control and its handler does not take effective action to control the service animal.
- (b) The service animal is not housebroken.

(3) Except as otherwise provided in subsection (2) and this subsection, a public accommodation shall modify its policies, practices, and procedures to permit the use of a service animal in training by an animal raiser or trainer, if the animal raiser or trainer is being accompanied by the service animal in training for the purpose of training or socializing the animal. A public accommodation shall not ask an animal raiser or trainer to remove a service animal in training from the premises because of allergies or fear of the animal. A public accommodation may ask an animal raiser or trainer to remove his or her service animal in training only if either of the following applies:

- (a) The service animal in training is out of control and the animal raiser or trainer does not take effective action to control the animal.

(b) The service animal in training is not housebroken.

(4) If a public accommodation properly excludes a service animal under subsection (2) or a service animal in training under subsection (3), the public accommodation shall give the person with a disability or the animal raiser or trainer the opportunity to obtain goods, services, or accommodations without having the animal on the premises.

(5) A service animal must be under the control of the person with a disability and must have a harness, leash, or other tether. If the person with a disability is unable because of a disability to use a harness, leash, or other tether or the use of a harness, leash, or other tether would interfere with the service animal's safe and effective performance of work or tasks, the service animal must be otherwise under the control of the person with a disability.

(6) A service animal in training must be under the control of the animal raiser or trainer and must have a harness, leash, or other tether. If the use of a harness, leash, or other tether would interfere with the animal's safe and effective performance of work, tasks, training, or socialization, the service animal in training must be otherwise under the control of the animal raiser or trainer.

(7) A public accommodation is not responsible for the care or supervision of a service animal or service animal in training.

(8) If it is not obvious what service a service animal provides, staff of a public accommodation shall not ask about a person with a disability's disability, require medical documentation, require a special identification card or training documentation for the service animal, or ask that the service animal demonstrate its ability to perform work or a task. Subject to subsection (9), staff may make the following 2 inquiries to determine whether an animal qualifies as a service animal:

(a) Whether the service animal is required because of a disability.

(b) What work or task the service animal has been trained to perform.

(9) A public accommodation shall not do either of the following:

(a) Require documentation when making an inquiry under subsection (8).

(b) Make an inquiry under subsection (8) if it is readily apparent that the service animal is trained to work or perform tasks for a person with a disability.

(10) A public accommodation shall permit a person with a disability to be accompanied by his or her service animal and shall permit an animal raiser or trainer to be accompanied by his or her service animal in training in all areas of a place of public accommodation where members of the public, program participants, clients, customers, patrons, or invitees are permitted to go, including public areas of establishments that sell or prepare food, even if state or local health codes prohibit animals on the premises. A public accommodation may exclude a service animal or a service animal in training from a facility if the animal's presence interferes with legitimate safety requirements of the facility such as a surgery or burn unit in a hospital in which a sterile field is required.

(11) A public accommodation shall not do any of the following:

(a) Isolate a person with a disability accompanied by his or her service animal.

(b) Isolate an animal raiser or trainer accompanied by his or her service animal in training.

(c) Treat a person with a disability accompanied by his or her service animal less favorably than other patrons.

(d) Treat an animal raiser or trainer accompanied by his or her service animal in training less favorably than other patrons.

(e) Charge a fee to a person with a disability accompanied by his or her service animal that is not charged to other patrons that are not accompanied by service animals.

(f) Charge a fee to an animal raiser or trainer accompanied by his or her service animal in training that is not charged to other patrons that are not accompanied by service animals in training.

(g) Ask or require a person with a disability or animal raiser or trainer to pay a surcharge, regardless of whether individuals accompanied by pets are required to pay a surcharge, or to comply with other requirements that are not applicable to individuals that are not accompanied by pets.

(12) An animal raiser or trainer is liable for damage to a public accommodation or injury to an individual caused by his or her service animal in training. If a public accommodation normally charges people for damage caused, the public accommodation may charge a person with a disability for damage caused by his or her service animal.

(13) A public accommodation that violates subsection (1), (3), (4), (8), (9), (10), (11), or (13) is guilty of a misdemeanor.

(14) As used in this section:

(a) "Animal raiser or trainer" means an individual who raises and socializes a service animal in training with the intent that the animal will become a service animal.

(b) "Facility" means that term as defined in 28 CFR 36.104.

(c) "Otherwise under the control of" includes, but is not limited to, voice control or signals.

(d) "Person with a disability" means an individual who has a disability as that term is defined in section 3 of the Americans with disabilities act of 1990, 42 USC 12102, and 28 CFR 36.105. Person with a disability includes a veteran who has been diagnosed with 1 or more of the following:

(i) Post-traumatic stress disorder.

(ii) Traumatic brain injury.

(iii) Other service-related disabilities.

(e) "Place of public accommodation" means that term as defined in 28 CFR 36.104.

(f) "Public accommodation" means that term as defined in section 301 of the Americans with disabilities act of 1990, 42 USC 12181, and 28 CFR 36.104.

(g) "Service animal" means all of the following:

(i) That term as defined in 28 CFR 36.104.

(ii) A miniature horse that has been individually trained to do work or perform tasks as described in 28 CFR 36.104 for the benefit of a person with a disability.

(h) "Service animal in training" means an animal accompanied by an animal raiser or trainer with the intent that animal is being raised, socialized, and trained to become a service animal.

(i) "Veteran" means any of the following:

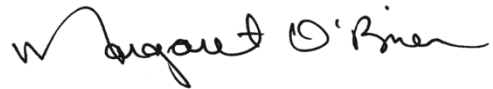
(i) An individual who performed military service in the armed forces for a period of more than 90 days and separated from the armed forces in a manner other than a dishonorable discharge.

(ii) An individual discharged or released from military service because of a service-related disability.

(iii) A member of a reserve branch of the armed forces at the time he or she was ordered to military service during a period of war, or in a campaign or expedition for which a campaign badge is authorized, and was released from military service in a manner other than a dishonorable discharge.



Clerk of the House of Representatives



Secretary of the Senate

Approved _____

Governor