

PINCKNEY COMMUNITY PUBLIC LIBRARY HYBRID BOARD MEETING
OCTOBER 17, 2024
9:30 AM
HYBRID REGULAR BOARD MEETING MINUTES

CALL TO ORDER @ 9:33 a.m.

Present: Kate Pratt, President; Shelly Wagnitz, Vice-President; Patti Nicholson, Secretary; Judy Wismont, Trustee; Hope Siasoco, Director; Karen Sala, Staff Liason

Absent: Kate Robertson, Treasurer

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 SEPTEMBER 19, 2024 BOARD MEETING

- Judy Wismont asked to add the phrase Extreme Risk Protection Order in the minutes instead of the acronym of ERPO under Michigan Firearms Law webinar she attended.

+ PRESENTATION OF BILLS:

- October 2024 Bills for Review

Kate Pratt made a motion to accept the consent agenda as amended and Shelly Wagnitz seconds. All approved and the motion passed.

SPECIAL ISSUES

- Michigan Indoor Air Ventilator Program (extended). Discussion ensued regarding State of Michigan program to provide air ventilation equipment to libraries. Shelly Wagnitz made a motion to apply to the State of Michigan for the Indoor Air Ventilation program. Kate Pratt seconds. All approved and the motion passed.
- Results of the 2024 Community Survey run by University of Michigan School of Information, Library of Michigan, and IMLS (Institute of Museum and Library Services) from the Post Pandemic Libraries Year-Long Program (currently in draft format)—Board should review draft report and email Hope their thoughts about the survey results. Kristin Fontichiaro and Hope to meet on October 29th to discuss the survey results.
- Announcement—Livingston County Women's Club's Giving Tree at the Pinckney Library (November 13 – with purchased items to be picked up on December 6, 2024)
- Request to close library on Wednesday, November 13, 2024 for Professional Development Day
 - Active Assailant – Chief Jeff Garrison, Village of Pinckney Police Chief
 - Zingerman's Customer Service Training – Glenn Fischer, Director of Dewitt District Library
 - Request for budget for breakfast treats and lunch.

Judy Wismont made a motion to close the library on November 13th for a professional development day and provide a budget of up to \$300 for breakfast treats and lunch. Kate Pratt seconds. All approved and the motion passes.

OLD BUSINESS:

- REMINDER: Light Up the Park Tree Partnership with Hamburg Twp Library. Judy Wismont to meet with Holly Hentz from the Hamburg Township Library to discuss decorating the tree.
- UPDATE: Fire Inspection – second round on Thursday, October 17th starting at 11am
- Campbell Auditing - 3 year agreement for FY2024, FY2025, and FY2026. Shelly Wagnitz motions to sign the agreement with Cambell Auditing for the FY 2024, FY 2025, and FY 2026 with a fee of \$4,600.00 per year. Patti seconds. All approved and the motion passes.
- REPORT: Livingston County Trustees & Directors Meeting—Attended by Kate Pratt, Shelly Wagnitz, and Patti Nicholson. All attendees found the presentation to be informative and interesting. Recording of the presentation regarding the topic of AI in Libraries was shared by Sarah Neidert, Director of the Cromaïne Library, who hosted the dinner and presentation. Holly Ward-Lamb, Director of Howell Carnegie District Library also shared copies of the PowerPoint Presentation. The Board thought it might be helpful if Hope showed at least the first 10 minutes of the presentation recording with all staff members.
- UPDATE: EV Charging Stations at Libraries (Ongoing discussion)

- EVgo.com – Shelly shared EV Charging Station Solutions for Retail, Business, and Commercial website for preliminary research. (Possible third party contractor to maintain EV stations if library wishes to participate in offering Charging Stations in the future.)
 - Hope still needs to follow up with DDA regarding the current units at the Village. This topic is worth ongoing discussion. It will be included in New and Ongoing Board Issues on the next agenda.
- UPDATE: HRA Transition – from Brokerage to Trust. Still waiting for Charles Schwab to send the documents. No more issues with lost checks since Hope is sending the checks via priority mail.

NEW BUSINESS:

Reports:

- Library Progress Report
 - UPDATE – A/V Upgrade for the Big Program Room
 - Big Screen for the Projector has now been corrected
 - CD/Bluetooth Player now installed
 - STILL TO COME – Volume Control in the Room needs correction (Friday, October 18, 2024)
 - Staff was trained by TelSystems on Monday, October 14th
 - Highlights from Library of Michigan Directors Meeting Notes – October Meeting
 - New Michigan Law regarding use of AI in public/municipalities—especially with regards to HR documents
 - New Risk Assessment and Patron Interaction Training—grant opportunity for workshops/webinars that will focus on training Library Trustees, Administration, and Staff
 - Reminder of upcoming Elections – Information shared on the report
 - Report from 2024 ARSL Conference at Springfield, MA on September 11 – 14, 2024
 - MDHHS Partnership with Libraries regarding COVID-19 At-Home-Test Kits—paused until November (See attached Press Release on alternative ways to get free at-home-test kits)
 - League of Women Voter will have a Voting Information Table in the Library’s Hallway on Saturday, October 19 from 1pm – 3pm
 - Update on Library Events:
 - Baby Time Storytime on Mondays at 10am-11am from September 16 – December 17, 2024
 - Family Story Time on Tuesdays at 11am – 12pm from September 17 – December 18, 2024
 - Crafty Chix Knitting Group on Thursdays at 12pm-2pm starting June 6, 2024
 - Kids Knit & Crochet on Thursdays at 12pm – 1pm from September 26 – December 20, 2024
 - Gentle Yoga with Lisa Willis—every Fridays at 10:30am-11:30am from October 4 – November 23
 - Messtival (Messy Festival) – Saturday, October 5 at 1pm -2:30pm
 - AUTHOR TALK: The History of Race Relations in Livingston County with Dr. Leo Hanifin – Tuesday, October 8 at 6:30pm – 7:30pm
 - Compassion & Choice Michigan Action Team Presentation – Wednesday, October 9 at 6:30pm-7:30pm
 - 2024 Autumn Puzzle Palooza on Saturday, October 12, from 10am-2pm—limit 10 teams of 3-4 players per team
 - Haunted Exhibit by Nicole Beauchamp – Wednesday, October 16 from 6:30pm – 8:00pm
 - Bedtime Story Time & Stuffed Animal Sleepover! – Thursday, October 17 from 7:00pm-7:30pm (Registration Closed)
 - String Art on Cork Crafternoon! on Friday, October 18, 2024 from 2pm – 3:30pm
 - Off the Shelf Book Discussion—Tuesday, October 22, 2024 from 6:30pm-7:30pm; October’s title: *Canary Girls* by Jennifer Chiaverini
 - Family Bingo Night! on Thursday, October 24, from 6:30pm – 7:30pm (Registration required)
 - Science Spook-tacular (K-5 Dry Ice Show) – Saturday, October 26 at 11am – 12pm
- ✚ Friends Group Report—Reviewed and On File
 - Friends Meeting in October is on Thursday, October 17 at 6:30pm
 - October 2024 Book Sale—Saturday, October 19 from 10am-2pm
- ✚ Bookkeeper’s Report—Reviewed and On File
- ✚ Treasurer’s Report—Reviewed and On File
 - Update on closing Huntington Bank PayPal account and creating an “Investment/Credit Card” Checking with Bank of Ann Arbor that’s also tied into ICS
 - Patti opened up the new checking account and Kate Robertson and Hope will stop by Bank of Ann Arbor Plymouth Branch to sign documents
 - Hope currently doesn’t have access yet to confirm new Investment/Credit Card Checking Account bank with PayPal and Square

- Once the new checking account has been linked to our credit card payment, Kate Robertson or Patti can close the PayPal Checking Account at Huntington Bank

Issues:

NEW AND ONGOING BOARD ISSUES

- Other Employee Handbook Revisions--Tabled

CALL TO THE PUBLIC: none

ADJOURNMENT @ 11:42 a.m.

Patti made a motion to adjourn and Shelly seconds. All approved and the motion passed.

Respectfully Submitted by Patti Nicholson, Secretary