

**Farmington Area Public Library District
Regular Board Meeting Minutes
Monday, May 15, 2023 6:00 PM**

I. CALL TO ORDER

Vice President Haroldson called the meeting to order at 6:11 p.m.

II. ROLL CALL AND DETERMINATION OF QUORUM

Roll Call by Secretary Lettow - members present: Sara Balagna, Linda Bearden, Elise Haroldson, Nicole Lettow, Lisa Uptmor. Also present: Director Rebecca Seaborn and Recording Secretary Jeanne Thomas.

Not present: Maggie Connell, John Martin

III. RECOGNITION OF VISITORS TO THE MEETING

No Visitors.

IV. OATH OF OFFICE FOR ELECTED BOARD MEMBERS

Director Seaborn administered the oath of office to re-elected trustee Nicole Lettow.

Secretary Lettow administered the oath of office to re-elected trustees Sara Balagna, and Elise Haroldson.

V. ELECTION OF BOARD OF TRUSTEE OFFICERS

Trustee Bearden nominated Trustee Connell to be president. The vote was unanimous in approval.

Trustee Uptmor nominated Trustee Haroldson to be vice president. The vote was unanimous in approval.

Trustee Lettow nominated Trustee Balagna to be treasurer. The vote was unanimous in approval.

Trustee Balagna nominated Trustee Lettow to be secretary. The vote was unanimous in approval.

Bank of Farmington signers will be: President, Maggie Connell, Vice-President, Elise Haroldson, Treasurer, Sara Balagna, Secretary, Nicole Lettow, and Director, Rebecca Seaborn.

Bank of Farmington Signers to be Removed are: John Martin.

VI. COMMITTEE APPOINTMENTS

A. Finance Committee consists of Trustees Balagna Uptmor, Connell.

B. Building and Grounds Committee consists of Trustees Bearden, Haroldson, Connell.

VII. APPROVAL OF AGENDA

Trustee Balagna moved to approve the agenda. Trustee Lettow seconded.
There was unanimous approval.

VIII. PUBLIC INPUT

No Input

IX. COMMUNICATIONS TO THE BOARD

Secretary Lettow read a thank you card from Linda Schultz for the two books the library purchased in memory of her husband Gary.

X. REGULAR BOARD MEETING MINUTES: APRIL 17, 2023

Trustee Lettow moved to approve the minutes. Trustee Bearden seconded. There was unanimous approval.

XI. CLOSED MEETING MINUTES: APRIL 17, 2023

Trustee Balagna moved to approve the 6:45 p.m. closed meeting minutes. Trustee Uptmor seconded. There was unanimous approval.

Trustee Balagna moved to approve the 7:46 p.m. closed meeting minutes. Trustee Uptmor seconded. There was unanimous approval.

XII. BILLS APRIL 2023

Approval of bills: Resolved that the bills in the amount of \$11,950.77 be approved. Trustee Lettow moved to approve the bill list. Trustee Balagna seconded. The roll call vote was unanimous in approval.

XIII. TREASURER'S REPORT APRIL 2023

Trustee Balagna moved to approve the Treasurer's Report. Trustee Bearden seconded. The roll call vote was unanimous in approval.

XIV. DIRECTOR'S REPORT

Director Seaborn met with Kurt from Streamline. They have started to migrate our information from the current website to the new one. The go live date has been tentatively set for June 9.

Director Seaborn has received her new notary certificate. She has ordered her new stamp and it should be here this week. The state has changed the procedure for getting a notary certificate. Therefore, she will be looking into getting Christine notarized too. This would then allow the library to offer notary services for all hours we are opened.

Summer hours start after Memorial Day. The quarterly staff meeting is tomorrow night. Director Seaborn worked the Rotary cookout. There will be no OTTER Club this summer. We registered 39 more new patrons from the rest of the Bright Futures and Early Childhood Education classes that came to visit.

XV. COMMITTEE REPORTS

No Reports.

XVI. NEW BUSINESS

A. Business for Discussion

1. Bylaws

Director Seaborn presented the Bylaws with the suggested changes from last month's board meeting.

2. Schedule Finance Committee Meeting

The new finance committee members are President, Connell, Trustees, Balagna and Uptmor. They will meet sometime after the first week in June.

3. Non-residence card acceptance program participation

Director Seaborn explained the non-residence card program. She and the Board discussed it.

B. Business requiring action

1. Bylaws

Trustee Lettow motioned to approve the library bylaws as presented. Trustee Balagna seconded. There was unanimous approval.

2. Non-residence card acceptance program participation

Trustee Uptmor moved to approve the participation in the non-residence card program with the fee of \$120.00 per household for 2023-2024 and the adoption of Public Act 102-0843. Trustee Bearden seconded. The roll call vote was unanimous in approval.

3. Ordinance 23-01 meeting schedule ordinance

Trustee Balagna moved to approve Ordinance 23-01 meeting schedule for fiscal year 2023-2024 as presented. Trustee Lettow seconded. There was unanimous approval.

XVII. CLOSED SESSION

No Closed Session

XVIII. ADJOURNMENT

Trustee Lettow motioned to adjourn the meeting. Trustee Bearden seconded. There was unanimous approval. The meeting was adjourned at 7:15 p.m.

Respectfully submitted,

Nicole Lettow, Secretary
Jeanne Thomas, Recording Secretary