

**Bridgman Public Library  
Board Minutes  
May 28, 2024 - 9:00 A.M.**

**Meeting Called to Order:** 9:01 A.M. by Valauskas

**Roll Call:**

- **Present:** Valauskas, Fuller, Collins, Kole, Janoskey, Wilk, Worcester
- **Excused:** Companion, Noll

**Staff:** Skinner, Abele

**Agenda Revisions:** None

**Guests:** None

**Public Comments:** None

**Friends of the Library (FoBPL):**

Skinner gave the Friends update in Bernstein's absence.

- The annual Friends membership drive will take place in June. The membership form will be advertised and posted on the website, social media and in the weekly email newsletter to patrons.
- The Friends Book Sale will be held on July 11, 12, 13 & 15.
  - Thursday, 6pm – 8pm: Preview sale for Friends members only
  - Friday, 10am – 4pm: Open to the public
  - Saturday, 10am – 2pm: Open to the public & fill a bag for \$5 sale
  - Monday, 3pm – 7pm: Leftover books will be free for the taking

**Committee Reports:**

- **Personnel and Policy Committee:**
  - The committee met with the finance committee to discuss upcoming staff raises. Library staff will receive job evaluations and notice of raises in June.
- **Facilities Committee:**
  - The committee met with the finance committee to discuss budgets.
- **Finance Committee/Treasurer Report:**
  - The committee has been working on revising the 2023-2024 budget and creating the 2024-2025 budget. Both budgets were presented and

reviewed by the board members at this meeting.

**Director's Report:** Skinner highlighted several items from her written report:

- The library will be participating in the Bridgman 75<sup>th</sup> Year Celebration. We will have games and activities for kids and families.
- The marketing team is working on advertising and promos for our new collections.
- The Summer Reading program begins on June 24 and runs through August 3.

**Intellectual Freedom:** *Intellectual freedom is the right of library users to read, seek information, and speak freely as guaranteed by the First Amendment.* No report this month.

**Approval of Board Meeting Minutes:** Motion made by Collins to approve the April 2024 Board Meeting Minutes as written. Motion seconded by Janoskey. Motion carried.

**Discussion Items:**

- **Revised Budget for FY23-24:** Reviewed amended budget.
- **Proposed Budget for FY24-25:** Reviewed proposed budget for next fiscal year.
- **Staff Compensation for FY24-25:** Discussed in Closed Session.

**Motion made to enter a Closed Session at 9:46 A.M. to discuss staff pay increases.**  
**Motion made to end Closed Session at 10:05 A.M.**

**Action Items:**

- **Approval of April 2024 Bills:** Motion made by Kole to approve payment of April 2024 bills totaling \$37,527.99. Motion seconded by Collins. Motion carried.
- **Approval of Revised FY23-24 Budget:** Motion made by Wilk to approve the revised budget for 2023-2024. Motion seconded by Kole. Motion carried.
- **Approval of Proposed FY24-25 Budget:** Motion made by Kole to approve the proposed budget for 2024-2025. Motion seconded by Janoskey. Motion carried.
- **Approval of Proposed FY24-25 Staff Compensation:** Motion made and seconded in the Closed Session. Motion carried.

**Communications/Correspondence/Comments:** None

**Regular Meeting adjourned:** 10:11 A.M.

**Next Meeting:** June 25, 2024 - 9:00 A.M. at the library.

**Respectfully submitted by:**

Sarah Skinner, Director

Approved by the Secretary:

Susan Collins  
6-25-24

Date: