

**Bridgman Public Library  
Board Minutes  
December 10, 2024 - 9:00 A.M.**

**Meeting Called to Order:** 9:03 A.M. by Valauskas

**Roll Call:**

- **Present:** Valauskas, Fuller, Kole, Collins, Janoskey, Noll, Wilk, Worcester
- **Excused:** None

**Staff:** Skinner, Abele

**Agenda Revisions:** None

**Guests:** J. Bernstein, Friends of the Library, President

**Public Comments:** One resident of Chikaming Twp was present and introduced herself.

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

- The Friends are supplying popcorn, candy canes and a take-and-make craft to give away at the library as part of the Bridgman Holiday Village, which takes place on Saturday, December 14. The library will also be showing the holiday movie "Elf" at 1pm.
- A pop-up book sale will take place on Friday, February 14<sup>th</sup> from 1pm - 5pm & Saturday, February 15<sup>th</sup> from 10am – 3pm.

**Committee Reports:**

- **Personnel and Policy Committee:**
  - The by-law changes have been completed and are ready for final approval.
- **Facilities Committee:**
  - The library has had some issues with ants. Rose Pest Control has been called.
- **Finance Committee:**
  - The yearly audit report has been finalized and will be filed later this week.
  - The committee plans on amending the budget in January to adjust for some unexpected expenses.
- **Treasurer's Report:**
  - The Treasurer's Report is discussed during the Finance Committee portion of the Board Meeting and is therefore being removed from the agenda. The by-laws have been amended to reflect this change.

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

- The Food for Fines Program is going on now through January 4, 2025. Bring in any amount of unexpired, nonperishable goods and we will waive the overdue fees on your account.
- Skinner recently attended the Think Space Conference, which is a conference specifically for Michigan Library Directors.
- Hoopla uses have increased greatly – almost doubling in the last two years. Skinner will be looking to allocate more funds to this popular digital platform.

**Approval of Board Meeting Minutes:** Motion made by Fuller to approve the November 2024 Board Meeting Minutes with requested amendments. Motion seconded by Kole. Motion carried.

**Discussion Items:**

- **Proposed By-Law Changes:** See notes below in Action Items.
- **Adding The Pledge to the Agenda:** Discussion continued around adding The Pledge of Allegiance to the Board Meeting Agenda and to the BPL By-Laws. It was noted that even if the Pledge is not included on the meeting agenda and in the by-laws, it can still be voluntarily said before the meeting is officially called to order.
- **City/Township Meeting Schedule:** Board members were invited to represent the library at local city/township meetings by signing up for a date on the scheduling sheet.
- **BPL 2025 Board Meeting Schedule:** Skinner requested that the annual December meeting be moved out to the third week in December. It currently is scheduled for the second week and takes place only two weeks after the previous meeting.

**Action Items:**

- **Approval of November 2024 Bills:** Motion made by Janoskey to approve payment of November 2024 bills totaling \$22,214.37. Motion seconded by Collins. Motion carried.
- **BPL 2025 Board Meeting Schedule:** Motion made by Wilk to approve the amended 2025 Board Meeting Schedule – moving December's meeting to the third week of the month. Motion seconded by Fuller. Motion carried.
- **Adding The Pledge of Allegiance to the Agenda (Article 2, Section 2 of by-laws):** Motion made by Wilk to add The Pledge of Allegiance to the Board Meeting Agenda and BPL By-Laws. Vote was split 4 – yes, 4 – No. Noll made a motion to table adding The Pledge to the agenda and by-laws for now. Motion seconded by Worcester. Motion carried.
- **Proposed By-Law Updates:** All agreed that edits made to the by-laws and approved in November's meeting are final and good to go. The Board will proceed coordinating with Chikaming Twp on the addition of a library board position to represent their service area. By-laws will be amended if/when the Chikaming position is filled.

**Communications/Correspondence/Comments: None**

**Meeting adjourned:** Motion made by Collins to adjourn the meeting at 10:16 A.M. Motion seconded by Worcester. Motion carried.

**Next Meeting:** January 28, 2025 - 9:00 A.M. at the library.

**Respectfully submitted by:**

Sarah Skinner, Director

Approved by the Secretary: Susan Collins Date: 1/28/25