

## HARRISON DISTRICT LIBRARY - BOARD MEETING

Director, Bissonnette  
Assistant Dir. Loomis  
President, House  
Treasurer, Foote  
Secretary, Winters  
Trustee Hoyt,  
Trustee Richards  
Trustee Wood.

UNAPPROVED

**Regular Meeting** – Regular meeting on March 25, 2025, at 9:30 am

**Call to order:** 9:30 am.

### **Roll Call:**

President Nancy House: Aye. Treasurer Rick Foote: Aye. Secretary Mary Winters: Absent from the meeting. Trustee Don Richards: Aye. Trustee Debra Hoyt: Absent from the meeting. Trustee Diane Wood: Aye. Others: Director Sheila Bissonnette, Assistant Director Nick Loomis.

**Approval of consent agenda items:** Trustee Diane Wood motioned to approve the consent agenda. Trustee Don Richards supported the motion: Ayes, all. Motion carried.

**Director's Report:** Director Bissonnette reviewed her report, highlighting potential funding cuts from the Institute of Museum and Library Services (IMLS). The staff training held on Friday, March 21st, was well-received by all library staff. During the session, Terri Robbins, Community Services Director at the Disability Network of Mid-Michigan, discussed disability awareness, the importance of using person-first language, and strategies for identifying and addressing ableism. Additionally, Director Bissonnette plans to organize a joint meeting of the bylaws committees from both PMDL and HDL to discuss a proposed evaluation tool.

### **Old Business:**

#### **A. Discussion regarding roof/landscape bids:**

Nick presented bids for the roof replacement from three local companies: Husky Metal Roof, Moore Construction, and Shattuck Builders. After reviewing the bids, the board requested that Nick gather more information about the specifics of the bid from Moore Construction. Additionally, Nick presented a bid from All Seasons Landscaping for installing a fence barrier around the HVAC units. Nick also shared further details about the parking lot. The City recommends that HDL purchase five bollards to be placed on the side of the building to protect it from potential vehicle collisions. The cost of each bollard is approximately \$1,200. Nick asked the board to approve an additional \$8,000 for the purchase and installation of the bollards, as well as for two segments of sidewalk that will connect the parking lot to the library sidewalk. Trustee Don Richards made a motion to approve up to \$8,000 for the bollards and sidewalk work related to the parking lot project. Treasurer Rick Foote seconded the motion. The motion passed unanimously.

**New Business:**

- A. Review/approval of revised earned sick time policy:** Nick provided an overview of the required changes, all of which stem from the revised Earned Sick Time Act that was approved in February. Treasurer Rick Foote made a motion to approve the policy as presented, and Trustee Diane Wood seconded the motion. The motion passed unanimously.

**Public Comment:** No public comment.

**Questions and comments from board members:** President Nancy House shared ideas for potential items to include in the library's "Library of Things," based on suggestions from township residents. Some proposed items include a laminator, sewing machine, projector, keyboard, telescope, and pressure cooker. Treasurer Rick Foote shared information regarding the upcoming CTE millage election in May.

**Adjournment:** Trustee Diane Wood made the motion for adjournment. Treasurer Rick Foote seconded the motion. The March 25, 2025, meeting was adjourned at 10:30 a.m.

The next meeting will be on May 27, 2025, at 9:30 am

Library Director, Sheila Bissonnette, MLIS