

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 April 14, 2025, at 9:30 am

Call to order: 9:30 am.

Roll Call:

President Nancy House: Aye. Treasurer Rick Foote: Aye. Secretary Mary Winters: Aye. 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. Secretary Mary Winters supported the motion: Ayes, all. Motion carried.

Director's Report: Director Bissonnette provided an update on the LSTA grant currently in progress. The Library of Michigan has requested that reimbursements now be submitted monthly instead of quarterly. They also indicated that sufficient funding should be available to complete the grant process, provided a revocation letter is received from the federal government, but they could not give a 100% guarantee. Additionally, Director Bissonnette informed the board that she has restricted a patron's access to the public workstation due to two violations of the library's acceptable use policy. The restriction will last for one year; however, the patron may appeal the decision in writing to the library board within 15 days.

Old Business:

A. Discussion/review and approval of roofing bids:

Nick reviewed the roofing bids that were received. Treasurer Rick Foote made a motion to approve the bid from Moore Construction in the amount of \$71,340.00, which includes the installation of new gutters. Trustee Don Richards seconded the motion. The motion was approved unanimously.

New Business:

A. Update to municipal parking lot:

Nick gave a brief update on the parking lot project, noting that work began a day earlier than scheduled. The project is expected to be completed before the Street Fair in August. There was also discussion about publishing a newspaper article highlighting the new roof and the Sloat Trust donation. Sheila and Nick will coordinate with Angie to develop the article.

New Business:

A. Approval of re-wiring quote from Protech:

Nick provided background information on the necessity of installing new patch panels and ensuring that all ports are active and functioning properly. Pro-Tech will handle the replacement, installing new modular panels at a cost of \$2,587.00. Sheila requested approval to transfer \$2,587 from the FY 2024–2025 Reserve Fund line item to the Building Maintenance/Repair line item to cover the expense. Treasurer Rick Foote made a motion to approve the fund transfer, which was supported by Trustee Don Richards. The motion passed unanimously.

Public Comment: No public comment.

Questions and comments from board members: No comments or questions were shared.

Adjournment: Trustee Don Richards made the motion for adjournment. Secretary Mary Winters seconded the motion. The April 14, 2025, meeting was adjourned at 10:16 a.m.

The next meeting will be on May 20, 2025, at 9:30 am

Library Director, Sheila Bissonnette, MLIS