

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 May 20, 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 Debra Hoyt: Aye. Trustee Don Richards: Aye. Trustee Diane Wood: Aye. Absent from the meeting. None. 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 migration to the new Polaris system. The process of weeding and updating the collection is ongoing. She also informed the board about a change in management of the Read & Feed Community Garden. Management of the garden has been officially transferred to the City of Harrison, and the garden will be renamed the *Harrison Harmony Garden*. In addition, Director Bissonnette shared updates on upcoming library landscaping work. Tiffany and her sister, who previously worked on the entrance ramp landscaping, will be handling the new improvements. Their work will include replacing the landscape fabric along the entrance ramp, widening the flower bed in front of the porch, and creating a new flower area beneath the tree at the back of the building near the patio and fence. These landscaping tasks will be the focus for this year, with additional enhancements planned for next year. Once these areas are complete, Skip will focus on the addition of plants to make the areas colorful.

Old Business:

A. Reestablishment of the Personnel Committee:

Director Bissonnette recommended reestablishing the Personnel Committee to collaborate with the Personnel Committee of the Pere Marquette District Library. The joint committees will be responsible for updating the Library Director's employment contract, which expires in July 2025, and finalizing the library director evaluation process. Secretary Mary Winters expressed her appreciation to President Nancy House and Trustee Diane Wood for their willingness to serve on the committee.

New Business:

- A. Review/approve the revised 2024-2025 budget: Director Bissonnette provided an overview of the revised budget. Revenue increased as a result of additional grants and donations. Expenses also rose, primarily due to purchases made with the grant funds and the roof replacement funded by a donation from the Edward Sloat Trust. Trustee Don Richards made a motion to approve the revised budget as presented. Treasurer Rick Foote supported the motion. All members voted in favor. Motion carried.

Public Comment: No public comment.

Questions and comments from board members: Trustee Don Richards informed the Library Board that he will not be seeking another term. The Board expressed sincere gratitude to Trustee Richards for his dedicated service, especially for stepping in to complete the remainder of Barb's term. His contributions to both the Library Board and the community are deeply appreciated. Additionally, Trustee Debra Hoyt shared details about the upcoming "Unlock the Library" event, scheduled to take place at Hayes Township on June 5th.

Adjournment: Treasurer Rick Foote made the motion for adjournment. Secretary Mary Winters seconded the motion. The May 20, 2025, meeting was adjourned at 10:04 a.m.

The next meeting will be on June 24th, 2025, at 9:30 am

Library Director, Sheila Bissonnette, MLIS