

BRIGHTON DISTRICT LIBRARY
VIRTUAL BOARD MEETING (COVID-19)
MINUTES
August 3, 2021

CALL TO ORDER: Arla McPeek called the meeting to order at 7:30 p.m.

ATTENDANCE: Jordan Genso (City of Brighton), Patrick McDonald (Genoa Township), Arla McPeek (Genoa Township), Caitlyn Perry Dial (City of Brighton).

Absent: Jim Muzzin, Jane Petrie, Kathryn Poppy

Staff: Director Cindy Mack, Ed Rutkowski, Diana Dart.

Public: None.

APPROVAL OF AGENDA: Moved by Patrick McDonald and seconded by Jordan Genso. Genso-aye, McDonald-aye, McPeek-aye, Perry Dial-aye. Motion carried.

PUBLIC COMMENTS: None

STAFF COMMENTS: Ed Rutkowski reported that the staff continues to adjust to the changing pandemic climate. Patrons are mostly willing to go along with the ongoing changes without much push-back. The Management Team is constantly adjusting mitigation measures to the current health concerns.

PRESIDENT'S REPORT: None

DIRECTOR'S REPORT: Cindy Mack reported that the COVID-19 (Delta variant) case count in Livingston County has risen to "Substantial" triggering her to recommend that the Library staff begin wearing masks again at the service desks and when they are working less than six feet apart. If the case count rises to "High" masks will become mandatory for the safety of the staff and patrons. 95% of the staff members are currently vaccinated. With the absence of any state or federal masking mandates, the new surge of infection will be address by controlling the Library environment. As in the past, seating, computer availability, traffic, etc. will be adjusted as needed. Caitlyn Perry Dial added that private entities will need to set their own priorities, keeping an eye on trends and safety. Arla McPeek indicated that the Library is on the right track to lower the pressure on the staff and ease the tension that is so prevalent today.

RESOLUTION #21-0034: Moved by Jordan Genso and seconded by Caitlyn Perry Dial to approve the payment of bills based on the claims docket dated August 3, 2021 in the amount of \$25,084.80. Genso-aye, McDonald-aye, McPeek-aye, Perry Dial-aye. Motion carried.

COMMITTEE UPDATES: Jordan Genso reported that the Building & Technology Committee will meet tomorrow, August 4, 2021, at 4 p.m. Patrick McDonald said that the Planning & Fundraising Committee met at 6:45 p.m. today and the members expressed concerns about holding the Relax in the Stacks event on September 24, 2021 because of the current uptick in COVID-19 infections. The Committee will proceed with their plans and meet during the last week of August to reassess the situation.

OLD BUSINESS: None

NEW BUSINESS:

Cindy Mack presented the highlights of the FY 2021-2022 Budget Proposal. Going into the new year, the projection is for expenditures to remain steady, the revenue flow to be stronger and maintain the fund balance currently standing at 30%+. Capital expenditures will include adding an drive-up book return and miscellaneous small improvements throughout the building and grounds. The proposed budget also includes increasing salary, wages and benefits to

staff, adding significant funding for books, materials and electronic resources and returning to standard training opportunities. Details of the Budget Proposal will be discussed at the August 17, 2021 Meeting of the Trustees.

BOARD COMMENTS: Jordan Genso was wished good luck in today's primary election on his candidacy for Brighton City Council.

ADJOURNMENT: Moved by Jordan Genso and seconded by Caitlyn Perry Dial to adjourn the meeting at 7:55 p.m. Genso-aye, McDonald-aye, McPeek-aye, Perry Dial-aye. Motion carried.

Respectfully Submitted,

Diana Dart, Recording Secretary
Brighton District Library