Minutes of a regular meeting of the Board of Trustees of the Charlotte Community Library, County of Eaton, State of Michigan held as a regular meeting on June 15th at 7:00 p.m.

Roll Call was taken: Gloria Wilson – Here, Eunice Borrelli – Here, Keith Tirrell - Here, Cindy Cook – Here, Brandon Dyer – Here (tardy), Mary Sloan – Here and Robert Monschein - Here

Absent:

Also, Present: Library Director David Votta, Sara Horn (note taker) and Ashley Frost (Library Bookkeeper)

President Borrelli called the meeting to order at 7:00 p.m.

Approval of Agenda: Member Wilson made a motion to correct item #9 changed to 2023/2024 Budget Hearing and Adoption of Budget. Member Sloan seconded the motion. Motion passed. Member Monschein motion to add line item to New Business – “Library Door Count”. Member Cook seconded the motion. Motion passed. Member Sloan motion to approve the amended agenda. Member Monschein seconded the motion. Motion passed.

Public Comments: None

Approval of Minutes: Member Dyer motions to approve the drafted minutes of the May 18, 2023. Member Tirrell seconded the motion. Motion passed.

Financial Report: Member Cook motions to approve the financial report and pay current bills with additional Micromarketing ($252.50), Olivet Firefighter’s Association ($25) and Amazon ($52.96). Member Dyer seconded the motion. Motion passed.

Director’s Report:
As printed; highlights include:

- **Executive Summary:** Summer Reading Program and Summer in the Park have begun. The first week has been busy with gate count numbers up from previous years.
- **Staff:** Library Director has received a grant from the Library of Michigan and will be attending the American Library Association annual conference in Chicago the last weekend in June. The Library has a job posting for a Youth Services Assistant.
- **Marketing:** The Library is getting positive feedback about the fun videos shared on social media.
- **Facilities/Collection/Services:** The Library is getting a quote to have regular maintenance done to the landscaping. The new design will not need to be updated for some time, but the northern facing side of the building needs attention and a regular plan established for maintenance. The Library’s fire panel is scheduled for a complete replacement and upgrade which should occur in July. On May 22nd the Library hosted Michigan Notable Author Brian Solomon; on June 7th authors Todd R. Otten, M.D. and Joshua Judy presented on their book, *Ripple of Change*, and beginning on June 28th the Library will begin its first adult book club in three years.
Community: The Library is running a “Coin War” to raise funds for the Eaton County Courthouse Museum. The staff member who has the most money in their jar at the end of July will get a pie in the face by a patron who put their name into the drawing. The Library will be participating in the Eaton County Fair and the Olivet Fireman’s Festival in July. A community “made” activity booklet for kids will be handed out at the fair. Meetings continue for planning regarding the participation in Frontier Days 2023. The Library has joined the Olivet Chamber of Commerce.

Old Business:
- **Awareness Committee**: The committee met on Tuesday June 13 to disband the Awareness Committee and begin to form the Milage Committee.
- **Landscaping Renovation**: The renovation of the space on the east side of the building is nearly complete. Planting and mulching are done as well as the new gutters and downspouts have been installed. All that remains is the seeding, watering, and finishing of the capstones on the retaining wall.
- **Lawn Sign**: The power line installation to the lawn sign was completed. The Board viewed a design and proposal for a lawn sign. The design includes a stone base, aluminum cap, digital display and dimensional letters. The proposal is estimated at $45,310. Director Votta will be getting proposals from other contractors.

New Business:
- **2022/2023 Amended Budget**: Member Tirrell motions to approve the amended 2022/2023 budget. Member Dyer seconded the motion. Motion passed.
- **Library Door Count**: Member Tirrell requests that the daily door count be added to the Director’s Reports in the following meetings.

2023/2024 Budget Hearing and Adoption of Budget: President Borrelli recessed regular meeting and opened budget hearing at 7:41 p.m. Closed the budget hearing and reopened regular meeting at 8:03 p.m. Member Wilson made a motion to accept the 2023/2024 Budget (Revenues of $849,947 and Expenses of $849,947) with changes of $5,000 from Maint. Bldg. Equipment and $1,000 from Utilities (total of $6,000) to Computer Tech. Services for a total of $16,000. Member Dyer seconded. Motion passed.

Resolution Certifying Tax Levies for Operating and Debt Milage and Approving Budget: Member Dyer motions for Resolution Certifying Tax Levies for Operating and Debt Millage and Approving Budget. Member Tirrell seconded. Motion passed.

Meeting adjourned at 8:12 p.m.

Sara Horn