

Marshall District Library  
Board of Directors  
Regular Meeting  
October 8, 2024

The regular meeting of the Marshall District Library was called to order by Vice President Gerry Marshall at 7:00 pm.

Roll call was read by Secretary, Joanne Davis.

Members present: MJ Harting-Minkwic, Mary Fountain, Gerry Marshall, Kara Boughton, Carol Bagi, and Joanne Davis

Members Absent: Ann Fitzpatrick

Others present: Angela Semifero and Nate Palmer

Vice President Gerry Marshall led the group in the Pledge of Allegiance.

Approval of Agenda:

MJ Harting-Minkwic made a motion to approve the agenda of the October 8, 2024 meeting, supported by Mary Fountain. There is a correction under new business and it should read Holidays 2025. Motion carried.

Approval of Minutes:

A motion to approve the minutes from September 10, 2024 made by MJ Harting-Minkwic, supported by Kara Boughton. Motion carried.

Financial Report: Treasurer Carol Bagi previously reviewed the bills.

Bills: Carol Bagi made a motion to approve the September 4, 2024 through October 1, 2024 bills in the amount of \$101,128.09. All present voted yes.

Library Directors Report:

September has brought in \$308,409 from property taxes and the library currently has 27.59% of total revenues for the fiscal year.

Bids are due this Friday for the construction of the history room. One company from Battle Creek is planning to bid.

Emma Kassim (clerk) and Joe Nevius (the library cleaner) have been in training this past month, both are doing well.

The library is re-posting the local history intern position which will be a six-month position.

The John Bellairs Walk on October 4<sup>th</sup> and 5<sup>th</sup> went wonderful and people were very appreciative of the program.

“The Brain Game” was hosted by the Marshall Rotary Club. The event was attended by parents and grandparents. Marshall Rotary Club will be purchasing the book *The Brain Game* for the Marshall District Library to distribute to patrons.

Committee Reports:

- Building and Site – did not meet, may possibly meet to discuss bids on November 12, 2024 at 6:15 pm
- Finance – did meet, will meet November 12, 2024 at 6:45 pm
- Personnel – did meet to discuss the personnel policy revisions
- Policy – did not meet

Unfinished business: None

New Business:

Holidays 2025

A motion to approve the Marshall District Library 2025 holiday schedule was made by MJ Harting-Minkwic, supported by Carol Bagi. All present voted yes.

Wednesday, November 27<sup>th</sup> – Early Closing

A motion was made by Carol Bagi supported by Mary Fountain to approve the early closing of the Marshall District Library on Wednesday, November 27, 2024. All present voted yes.

Personnel Policy

A motion was made by MJ Harting-Minkwic supported by Carol Bagi to adopt the revision of the Personnel Policy which included the dependent medical insurance and removed the life insurance clause. All present voted yes.

Comments from the public:

None

Comments from the board:

None

Meeting adjourned at 7:49 pm. The next meeting will be November 12, 2024.

Respectfully submitted,  
Joanne Davis, Secretary