

**IOSCO-ARENAC DISTRICT LIBRARY
MINUTES OF THE BOARD OF TRUSTEES REGULAR MEETING**

Place: Administrative Offices, 120 W. Westover St., East Tawas, MI 48730

Date: January 8, 2026

Present: **Linda Eyer, Sue Kingsbury, Phyllis Klender, Rick Rockwell, Dan Stock, Susan Synowiec, Thelma Van Brenk and Kari Besancon and JoAnn Edwards**

Absent: **Jerry Brown**

1. Call to Order

Meeting called to order at 2:00 pm by Chairman Rick Rockwell.

2. Approval of the Agenda

Kingsbury and Stock motioned and seconded approval of the agenda, as amended.
Seven (7) aye. One (1) absent. Motion carried.

3. Public Participation and Reports from the Friends Groups

Sue Kingsbury reported that the Friends of Tawas City Library plan to meet in January.
Dan Stock reported that Friends of the Oscoda Library will also meet in January.

4. Board Comments

Van Brenk spoke of her welcome by the employees at the East Tawas Library.
No other comments.

5. Approval of the Minutes from the December 11, 2025 Board Meeting

Klender and Synowiec motioned and seconded approval of the minutes from the December 11, 2025 Board Meeting. Seven (7) aye. One (1) absent. Motion carried.

6. Treasurer's Report

Invoices, longevity and retirement contributions will be added to 2025 P&L Report, even though the funds were paid in 2026. Figures will be reviewed and updated for the 2025-year end budget.
Klender and Synowiec motioned and seconded approval of the tentative treasurer's report. A roll call vote was taken as follows: Linda Eyer, aye; Sue Kingsbury, aye; Phyllis Klender, aye; Dan Stock, aye; Rick Rockwell, aye; Susan Synowiec, aye; Thelma Van Brenk, aye. Seven (7) aye and One (1) absent. Motion carried.

7. Ratification of Bills

Kingsbury and Van Brenk motioned and seconded approval of the ratification of Voucher #25-40 dated December 18, 2025 in the amount of \$41,506.92, Voucher #25-41 dated December 26, 2025, in the amount of \$10,172.84 and Voucher #26-01 dated January 8, 2026 in the amount of \$12,790.60. A roll call vote was taken as follows: Linda Eyer, aye; Sue Kingsbury, aye; Phyllis Klender, aye; Dan Stock, aye; Rick Rockwell, aye; Susan Synowiec, aye; Thelma Van Brenk, aye. Seven (7) aye and One (1) absent. Motion carried.

8. Director's Report

Director Besancon stated she will have the State Aid report completed by February . 1st, 2026.
Circulation reports were reviewed and discussed.

9. Old Business

A. Polaris/Horizon, Merit, USF, and MelCat updates

We will be going offline with Horizon and Polaris completely, on the 19th of February. Check-outs will have to be performed in person. Our “go-live” date will be on February 26th and, Director Besancon was advised to show all libraries as closed on that day. Director Besancon explained that many of the adjoining county libraries will be closed due to updating as this affects every library in VLC. In addition no items will be able to be added beginning February 8th, 2026.

B. Inventory Update

Inventory at the Omer Library is about to be completed. Inventory at Plainfield Library will begin on Monday. Terri is working on the Tawas City Library inventory. Robin is working on Oscoda Library’s inventory and would like some help due to the size of the library. The East Tawas Library is working on their inventory. There are many weeded books and we are encouraging the Friends of the Libraries take what they can. We have sent many boxes of books to Better World Books who sell them on Amazon. We get partially paid from Better World Books for what they sell.

C. Plainfield Library Update

Director Besancon contacted the Plainfield Township Supervisor and informed him of the status of writing the Library Service Agreement and he was agreeable.

10. New Business

A. Election of Board of Trustees Officers

The nominating committee reported on the new slate of officers as follows:

Susan Synowiec – Board Chair

Sue Kingsbury – Treasurer

Rick Rockwell – Vice Chair

Thelma Van Brenk - Secretary

Eyer and Klender motioned and seconded approval of the slate of officers as elected, to assume positions as of February 1, 2026. Seven (7) aye. One (1) absent. Motion carried

B. Plainfield Network Quote Approval

Network is for library use only, not the city. John Cargo explained the next steps to be completed before IADL moves the library into the new location.

Non-recurring total to get us there. John will be on-site to help set up the network and power our equipment. We need to know when the service provider will commit to completing their work before John can plan the move of the technology.

Plainfield will have to get the access points up and running.

Kingsbury and Eyer motioned and seconded approval and authorize the allocation of \$10,373 of expenditures to cover the cost of the move the Plainfield Township library. A roll call vote was taken as follows: Linda Eyer, aye; Sue Kingsbury, aye; Phyllis

Klender, aye; Dan Stock, aye; Rick Rockwell, aye; Susan Synowiec, aye; Thelma Van Brenk, aye. Seven (7) aye and One (1) absent. Motion carried.

C. Substitute Coverage for Branch Operations

Director Besancon reported that this policy is in Employee Handbook and still needs approval of the Board. The Board suggested this policy be written in both the Employee Handbook and the Policy Handbook.

Synowiec and Stock motioned and seconded approval of the Substitute Coverage for Branch Operations as written.

A roll call vote was taken as follows: Linda Eyer, aye; Sue Kingsbury, aye; Phyllis Klender, aye; Dan Stock, aye; Rick Rockwell, aye; Susan Synowiec, aye; Thelma Van Brenk, aye. Seven (7) aye and One (1) absent. Motion carried.

D. Adult Programming Grant Requests

Friends of East Tawas Library submitted a request for a Programming Grant for an event (Speaker: Randy Hotton) with the projected date of February 11, 2026 at 6:30 pm in the East Tawas Library. The Projected Budget expense is \$235.00

Eyer and Kingsbury motioned and seconded approval of the \$235 Friends of the East Tawas Library, Speaker Randy Hotton, Programming Grant. A roll call vote was taken as follows: Linda Eyer, aye; Sue Kingsbury, aye; Phyllis Klender, aye; Dan Stock, aye; Rick Rockwell, aye; Susan Synowiec, aye; Thelma Van Brenk, aye. Seven (7) aye and One (1) absent. Motion carried.

E. Credit Card Use Policy

Required financial document – supposed to have a resolution to use the credit card. Klender and Van Brenk motioned and seconded the Credit Card Use Policy.

A roll call vote was taken as follows: Linda Eyer, aye; Sue Kingsbury, aye; Phyllis Klender, aye; Dan Stock, aye; Rick Rockwell, aye; Susan Synowiec, aye; Thelma Van Brenk, aye. Seven (7) aye and One (1) absent. Motion carried.

F. Laptop Chromebooks

Polaris runs fully on the internet and Director Besancon requests authorization to purchase eight (8) laptops (one per library) for training and to be allocated to each branch to use off site. They could take it to a school event or other event.

Eyer and Klender motioned and seconded approval for Director to spend up to \$5,000 for eight (8) laptops. A roll call vote was taken as follows: Linda Eyer, aye; Sue Kingsbury, aye; Phyllis Klender, aye; Dan Stock, aye; Rick Rockwell, aye; Susan Synowiec, aye; Thelma Van Brenk, aye. Seven (7) aye and One (1) absent. Motion carried.

G. Historical Society Grants

The Historical Society Grants were discussed. It was suggested that the grants might be received through the branch libraries. As a District Library, we have no contract with the Historical Societies. The relationship between the District Library and the Historical Societies will be reviewed and added to the next agenda for February.

H. Directors Evaluation

Copies of the summaries of the Directors Evaluation were distributed to board members.

11. Items for Next Agenda

- A. Programming Grants (if any)
- B. Historical Society Funding
- C. Final Budget

12. Adjournment

Chairperson Rockwell adjourned the meeting at 4:13 pm.

Respectfully submitted,



JoAnn Edwards
Recording Secretary

A quorum of **five** is needed to conduct business.

If you cannot attend or need directions, please call Kari or JoAnn at 989-362-2651.

PLEASE BRING YOUR CALENDARS/PLANNERS.

REMINDER-The next meeting is scheduled for

Thursday, February 12, 2026 at 2:00 pm

at Administrative Headquarters.