

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

Place: Tawas City Library, 208 North St., Tawas City, MI 48658

Date: August 14, 2025

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

Absent: **Thelma Van Brenk**

ITEM 1. CALL TO ORDER

Chairperson Rockwell called the meeting to order at 4:30 p.m.

ITEM 2. APPROVAL OF THE AGENDA

Klender and Synowiec motioned and seconded approval of the agenda, as amended. Seven (7) aye. Motion carried.

ITEM 3. PUBLIC PARTICIPATION AND REPORTS FROM FRIENDS OF THE LIBRARY GROUPS

Synowiec reported positive support for the 50-50 drawing at Whittemore Racetrack from which the Whittemore Friends Group collected over \$600.

Kingsbury shared pictures of the Tawas City Friends Group's successful book sale and summer reading program in which 200+ children participated. She noted that more prizes, for more kids, will be available for next year's program. Also noted was that the City paid for the teacher.

For the Friends of the Mary Johnston Memorial Library, Eyer reported that the Rock and Roll Hall of Fame Event was well attended with about 20 people.

ITEM 4. BOARD COMMENTS

No comments.

ITEM 5. APPROVAL OF THE MINUTES FROM THE JULY 10, 2025 BOARD MEETING

Stock and Brown motioned and seconded approval of the minutes from the July 10, 2025 Board Meeting. Eight (7) aye. Motion carried.

ITEM 6. TREASURERS REPORT

Synowiec and Eyer motioned and seconded approval of the Treasurers Report.

A roll call vote was taken as follows: Jerry Brown, aye; Linda Eyer, aye; Sue Kingsbury, aye; Phyllis Klender, aye; Rick Rockwell, aye; Dan Stock, aye; Susan Synowiec, aye. Thelma Van Brenk, absent. Motion carried.

ITEM 7. RATIFICATION OF THE BILLS

Klender and Eyer motioned and seconded approval of the ratification of Voucher #25-25 dated July 17, 2025 in the amount of \$19,753.57, Voucher #25-26 dated July 24, 2025 in the amount of \$25,704.27, Voucher #25-27 dated July 31, 2025 in the amount of \$22,340.31, and Voucher #25-28 dated August 14, 2025 in the amount of \$36,065.00. A roll call vote was taken as follows: Jerry Brown, aye; Linda Eyer, aye; Sue Kingsbury, aye; Phyllis Klender, aye; Rick Rockwell, aye; Dan Stock, aye; Susan Synowiec, aye. Thelma Van Brenk, absent. Motion carried.

ITEM 8. DIRECTOR'S REPORT

Director Besancon explained the additional statistics that can be pulled from Libby reports. Besancon also explained the WiFi- Eduroam, associated with universities and world network. All of our branches are connected to Eduroam now. The Community Liaison Report by Arleen Wood was also presented and shared with the Board.

ITEM 9. OLD BUSINESS

A. Horizon, Merit, USF and MelCat Updates

1. Horizon/Polaris Update

1. ILS Update

No updates at this time.

B. Website Update

The website is up and close to being out for the public.

Next, we can edit and teach everyone how to work with it.

C. Plainfield Library Update

Nothing new to report.

ITEM 10. NEW BUSINESS

A. Reports of Committees

Policy Committee met and reported that they are close to having a new Policy Manual issued.

B. Approval of Letter of Engagement – Auditor

Letter of engagement to the Auditor was discussed. Assigning accounting numbers to the Chart of Accounts will be helpful and Stephen and Company can help with that feat.

Kingsbury and Synowiec motioned and seconded approval of the five (5) year option to continue with Stephenson and Company for future IADL audits.

A roll call vote was taken as follows: Jerry Brown, aye; Linda Eyer, aye; Sue Kingsbury, aye; Phyllis Klender, aye; Rick Rockwell, aye; Dan Stock, aye; Susan Synowiec, aye.

Thelma Van Brenk, absent. Motion carried. That motion includes authorization to Director Besancon to sign the 5-year contract with Stephenson and Company.

C. Approval of DeepFreeze Maintenance Renewal

Director Besancon explained that John Cargo received a new maintenance agreement renewal for DeepFreeze with the cost being the same as in the past.

Noted is the fact that this would be a "prepaid expense," at the end of the year!

Stock and Synowiec motioned and seconded approval acceptance of the three (3) year contract. A roll call vote was taken as follows: Jerry Brown, aye; Linda Eyer, aye; Sue Kingsbury, aye; Phyllis Klender, aye; Rick Rockwell, aye; Dan Stock, aye; Susan Synowiec, aye.

Thelma Van Brenk, absent. Motion carried.

D. Presentation of the 2026 Tentative Budget

The preliminary budget was reviewed and adopted for our Forms L4029 that need to be delivered to our townships. Also discussed were Ideas to bring communities together.

Director Besancon met with Liaison, Arleen Wood, and came up with the new theme for 2026 called, "We Love Dinosaurs." Forms L4029 are to be approved next month.

Kingsbury and Klender motioned and seconded approval of the preliminary budget for 2026 operations with the understanding of possible changes in January.

A roll call vote was taken as follows: Jerry Brown, aye; Linda Eyer, aye; Sue Kingsbury, aye; Phyllis Klender, aye; Rick Rockwell, aye; Dan Stock, aye; Susan Synowiec, aye. Thelma Van Brenk, absent. Motion carried.

E. Approval of Programming Grants

Kingsbury and Stock motioned and seconded approval of the Standish Program Grants for September 2025. A roll call vote was taken as follows: Jerry Brown, aye; Linda Eyer, aye; Sue Kingsbury, aye; Phyllis Klender, aye; Rick Rockwell, aye; Dan Stock, aye; Susan Synowiec, aye. Thelma Van Brenk, absent. Motion carried.

F. Changing Substitute Allocation Policy

Director Besancon clarified the reimbursement policy for branches to remain open while municipalities allow their employees to take time off from work. Her suggestion is to change the time-off allowance from four (4) weeks to two (2) weeks for each branch. Policy states it covers the employees. However, the goal is to provide the continuity of service for our patrons. Besancon is updating the policy and would like to review it with the Policy Committee before bringing the new policy to the Board for approval. Therefore, the presentation will be held for the next agenda.

ITEM 11. ITEMS FOR NEXT AGENDA

A. Public Hearing on 2026 Budget and L-4029 Millage Rate

B. Millage Revenue Sharing – September Distribution

ITEM 12. ADJOURNMENT

Chairperson Rockwell adjourned the meeting at 5:35 p.m.

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, September 11, 2025, at 4:30 pm
at Headquarters
Public Hearing 2026 Budget
L-4029 Millage