



Library Board Meeting

2nd Floor Admin Office

126 E Main St

Ionia, MI 48846

October 18, 2023

Minutes

Call to Order: Vice President Buys called the meeting to order at 6:00 PM.

Members Present: Stephanie Batista, Toni Ann Buys, Amy Fuller (Arrived at 6:07 PM), Nancy Miller and Ashley Reisbig

Members Absent: Gale Yeomans

Guests: Ross Sprague, Walker, Fluke & Sheldon, PLC

Other Attendees: Director Dale Parus, Manager of Library Operations Paula Wood and Union Representative Shanni Kerr

Approval of Agenda: **Motion** by Reisbig to approve the agenda, supported by Miller. Motion carried unanimously.

FY 2022-2022 Audit Report: Ross Sprague presented the audit to the board and noted that the ICL continues to receive the highest opinion that can be given on an audit. The report states, in our opinion, the financial statements are presented fairly, in all material respects, the respective financial position of the governmental activities and each major fund, and aggregate remaining fund information of Ionia Community Library, as of June 30, 2023, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Motion by Miller, supported by Fuller to accept the FY 2022-2023 audit report as presented and prepared by Walker, Fluke and Sheldon, PLC. Motion carried unanimously.

Public Comment: None.

Previous Minutes: **Motion** by Fuller to accept the September 20, 2023 meeting minutes, supported by Batista. Motion carried unanimously.

Financial Reports: The September 2023 financial report was received and filed.

Director's Report & Statistics Report: The Director's Report and the September Statistical Report were received and filed.



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Committee Reports

- Finance Committee (Batista, Parus & Wood):* No report.
- Personnel Committee (Yeomans, Buys & Parus):* No report.
- Policy Committee (Miller, Buys, Parus & Kerr):* No report.
- Building and Grounds Committee (Fuller, Reisbig & Parus):* The Building Committee reviewed the Fishbeck proposal and recommends the board accept the proposal to recalculate numbers for the two-story project and expand the scope to include numbers for a one-story Phase 1 plan.
- Grant Committee (Yeomans, Batista & Parus):* No report.

Continuing Business:

--*Ionia Community Library Foundation:* A tax attorney will assist in completing the 1023 application for non-profit status and they estimated it would take three weeks to file the application with the State. A local attorney is working on a Conflict of Interest Policy, a Donor Privacy Policy, and a Director Donor Confidentiality Policy that need to be included with the 1023 filing.

--*City of Ionia 150 Years Celebration:* The ice cream social hosted by ICL at the Future ICL was well attended and a successful event. It was a perfect opportunity to answer questions and discuss ICL's future plans with the community.

New Business:

--*Fishbeck Proposal:* **Motion** by Batista, supported by Fuller to accept the Fishbeck proposal in an amount not to exceed \$8,700, to empower the Director to sign the documents and to further represent the ICL in future matters under this scope of work. Roll call vote: Buys: Yes, Batista: Yes, Fuller: Yes, Miller: Yes and Reisbig: Yes. Motion carries 5-0.

Parus, Wood, Miller and Reisbig will schedule a meeting with Gregg Yeomans on October 30 at 4 PM at the Future ICL.

--*Alternate Date for the Combined November/December Meeting:* **Motion** by Fuller to change the November/December combined meeting date from December 6 to November 29, supported by Reisbig. Motion carried unanimously.

Public Comment: None.



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Adjournment: **Motion** to adjourn by Fuller, supported by Batista. Motion carried unanimously. Vice President Buys adjourned the meeting at 6:57 PM. The next regularly scheduled Board meeting is 6 PM on Wednesday, November 29.

Respectfully Submitted,

Paula Wood
Manager of Library Operations