

**SALEM-SOUTH LYON DISTRICT LIBRARY BOARD OF TRUSTEES**

**Minutes of Regular Board Meeting**

**Monday, February 24, 2025**

President: Denise Stacer  
Treasurer: Daniel Siivola  
At Large: Pat Peruski; Russell Sims; Erin Petricca  
Director: Paulina Poplawska  
Head of Information Services: Kathy Merucci  
Head of IT: Kevin Campbell  
Vice President: Linda Hamilton  
Secretary: Hattie Maguire  
Assistant Director: Kathleen Hutchinson  
Recording Secretary: Kevin Campbell

**A. Call meeting to order and verify quorum (25-45)**

President Stacer called the meeting to order in the Olson Meeting Room at the Salem-South Lyon District Library at 7:10 p.m.

Present: D. Stacer, L. Hamilton, P. Peruski, D. Siivola, R. Sims, H. Maguire, E. Petricca, P. Poplawska, K. Hutchinson, K. Merucci, T. Robinson, K. Campbell, N. Pratt  
K. Campbell - Recording Secretary                      A. Fisher – Staff Representative

**B. Approval of agenda (25-46V)**

Motion to amend the agenda to address the Facilities Committee first was made by L. Hamilton; seconded by R. Sims.

Yes: 7;  
No: 0.  
Motion Carried.

**L. Committee Reports – 2. Facilities**

Moved Committee reports per above motion/vote (25-46V)

**A. Future Library Additions Study 2016 (25-56)**

Discussion about overall renovation concept:

- Study room 4 – split into 2
- Concept for teen, adult, and computer room
- Building fully powered during power outages

**B. Renovation timing and plans for 2025 (25-57V)**

Motion to approve the construction on meeting room 1 and staff breakroom not to exceed \$90,000 was made by L. Hamilton; seconded by H. Maguire.

Yes: 7;  
No: 0.  
Motion Carried.

Lead time to order a generator is up to 52 weeks

Motion to delegate board authority to the Facilities Committee to make the decision on how to move forward with the generator project was made by L. Hamilton; seconded by D. Siivola.

Yes: 7;  
No: 0.  
Motion Carried.

### **C. Introduction of guests (25-47)**

Guests were introduced by P. Poplawska.

### **D. Approval of past minutes from Regular Board Meeting on January 27, 2025 (25-48V)**

Motion to approve the November 25, 2024, minutes was made by L. Hamilton; seconded by P. Peruski.

Yes: 7;  
No: 0.  
Motion Carried.

### **E. Public comment (25-49)**

No public comment.

### **F. Friends of the Library Report**

### **G. Financial Report**

#### 1. Acceptance of January 2025 Financial Report (25-50V)

Motion to accept the January 2025 financial report was made by L. Hamilton; seconded by R. Sims.

Yes: 7;  
No: 0.  
Motion Carried.

### **H. Approval for Payroll Report January 2025 (25-51V)**

Motion to approve the January 2025 Payroll report was made by L. Hamilton; seconded by E. Petricca.

Yes: 7;  
No: 0.  
Motion Carried.

### **I. Approval for Board Review of Bills and credit card purchases for January 2025 (25-52V)**

Motion to approve Bills and Credit Card purchases for January 2025 was made by L. Hamilton; seconded by P. Peruski.

Yes: 7;  
No: 0.  
Motion Carried.

## **J. Director Report (25-53)**

Submitted for board review by P. Poplawska and filed.

## **K. Staff Reports (25-54)**

Submitted for board review and filed.

## **L. Committee Reports**

1. Advocacy (25-55) - Will meet in the next 4 weeks

2. Facilities was moved to start of agenda

3. Policy Committee (25-57)

A. Policies reviewed with no changes: 202, 206, 808, 812 (25-58V)

B. Policies reviewed and revised: 101.1, 201, 201.2, 207, 207.1, 207.2, 208, 208.1, 804, 810, 811, 813 (25-59V)

Motion to approve the changes 101.1, 201, 201.2, 207, 207.1, 207.2, 208, 208.1, 804, 810, 813 and in Policy 811 put back the sentence that was struck out in paragraph 3 was made by H. Maguire; seconded by L. Hamilton.

Yes: 7;

No: 0.

Motion Carried.

Next Policy meeting will be held on Thursday, April 24, 2025, at 4 p.m.

4. Budget (25-38)

A. Jean Flack Stock Gift (25-60V)

Motion to accept the gift of stock and liquidate when deemed strategically feasible by the Library Director and Board Treasurer was made by R. Sims; seconded by P. Peruski.

Yes: 7;

No: 0.

Motion Carried.

5. Professional Development (25-61)

**M. Correspondence and communications (25-62)**

No correspondence.

**N. Old Business (25-63)**

None.

**O. New Business (25-64)**

None.

**P. Board Comments (25-65)**

There were Board Comments.

**Q. Adjournment (25-66)**

Meeting adjourned at 8:15 p.m.

I hereby certify that the foregoing is a true and complete copy of the minutes of a special budget and regular meeting of the Salem-South Lyon District Library, Counties of Oakland and Washtenaw, State of Michigan, held on February 24, 2025, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meeting Act, being Act 267, Public Acts of Michigan, 1976, as amended, and Executive Order 2020-75 and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Respectfully submitted, Kevin Campbell, Recording Secretary