

SALEM-SOUTH LYON DISTRICT LIBRARY BOARD OF TRUSTEES
Draft Minutes of Regular Board Meeting
Monday, September 29, 2025

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

A. Call meeting to order and verify quorum (25-217)

President Stacer called the meeting to order in the Meeting Room 1 at the Salem-South Lyon District Library at 7:00 p.m.

Present: D. Stacer, L. Hamilton, P. Peruski, E. Petricca, D. Siivola, H. Maguire, R. Sims, K. Hutchinson, P. Poplawska, K. Merucci, K. Campbell, N. Pratt

A. King – Friends Representative

K. Campbell - Recording Secretary

B. Approval of agenda (25-218V)

Motion to accept the agenda was made by L. Hamilton; seconded by H. Maguire.

Yes: 7;
No: 0.
Motion Carried.

C. Introduction of guests (25-219)

Guests were introduced by P. Poplawska.

D. Approval of past minutes of the Regular Board Meeting on August 25, 2025 (25-220V)

Motion to approve the past minutes from August 25, 2025, was made by L. Hamilton; seconded by D. Siivola.

Yes: 7;
No: 0.

Motion Carried.

E. Public Comment (25-221)

There was no public comment.

F. Friends of the Library Report (25-222)

Submitted and filed by Friends.

G. Financial Report

a. Acceptance of the August 2025 Financial Report (25-223V)

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

Yes: 7;

No: 0.

Motion Carried.

H. Approval for Payroll Report August 2025 (25-224V)

Motion to approve the August 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 August 2025 (25-225V)

Motion to approve the August 2025 bills and credit card purchases was made by L. Hamilton; seconded by P. Peruski.

Yes: 7;

No: 0.

Motion Carried.

J. Director Report (25-226)

Submitted by P. Poplawska for board review and filed.

K. Staff Reports (25-227)

Submitted for board review and filed.

L. Committee Reports

1. Advocacy Marketing (25-228)

L. Hamilton commended the postcard campaign initiated by the Head of Marketing, noting that it was a well-executed effort to encourage library card sign-ups among community households in Salem Township.

2. Facilities (25-229)

3. Budget (25-230)

4. Policy Committee (25-231)

5. Professional Development (25-232)

M. Correspondence and communications (25-233)

N. Old Business

1. Strategic Planning – February (25-234)

The meeting will occur in February.

2. Generator Install – Gas Line Addition (25-235V)

Motion to approve the expenditure from consumers electric for up to \$15,100 for the installation of the new gas line was moved by L.Hamilton; seconded by H. Maguire

Yes: 7;

No: 0.

Motion Carried.

Motion to approve D. Siivola and N. Pratt have a budget for the generator project not to exceed \$190,000 was made by L. Hamilton; seconded by E. Petricca

Yes: 7;

No: 0.

Motion Carried.

Motion to put the old generator up for bid on a date determined by D. Siivola and N. Pratt was made by L. Hamilton; seconded by E. Petricca

Yes: 7;

No: 0.

Motion Carried.

O. New Business

1. Director Resignation (236V)

Motion to accept the Library Director's letter of resignation was made by D. Stacer; seconded by L. Hamilton.

Yes: 7;

No: 0.

Motion Carried.

2. Leadership of Library from Resignation to New Director (237V)

a. Budget Implications (238V)

Motion to reinstate the Leadership Team including Assistant Director, Head of Information Services, and the Head of IT was made by D. Stacer; seconded by L. Hamilton.

Yes: 7;

No: 0.

Motion Carried.

Motion to approve up to \$25,000 to cover responsibilities (staffing) to allow the Leadership Team to run the library was made by D. Stacer; seconded by R. Sims.

Yes: 7;

No: 0.

Motion Carried.

Motion to increase leadership team compensation \$2.50 per hour for each member of the leadership team to start October 20, 2025 for the duration of the existence of the leadership team was made by D. Stacer; seconded by L. Hamilton.

Yes: 7;

No: 0;

Motion Carried.

3. Director Search Committee (239V)

President Stacer created a committee to conduct the director search and appointed D. Stacer, L. Hamilton, and H. Maguire.

Motion to post the position for director externally was made by R. Sims; seconded by H. Maguire.

Yes: 6;

No: 1. (D. Stacer)

Motion Carried.

4. Move January 26, 2026, Board Meeting to February 2, 2026 (240V)

Motion to move the January 26, 2026 Board Meeting, to February 2, 2026, was made by L. Hamilton; seconded by P. Peruski.

Yes: 7;

No: 0.

Motion Carried.

5. Annual Appeal Letter (25-241V)

Motion that the advocacy letter be edited per board discussion and the letter be sent to D. Stacer, P. Peruski, H. Maguire, E. Petricca and A. King for review was made by D. Stacer; seconded by D. Siivola.

Yes: 7:

No: 0:

Motion Carried.

6. Trane Preventative Maintenance (25-242)

Informational. This is Year 2 of the preventative maintenance contract billing that was approved last year.

P. Board Comments (25-243)

There were board comments.

R. Adjournment (25-244)

Meeting adjourned at 8:28 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 September 29, 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