

SALEM-SOUTH LYON DISTRICT LIBRARY BOARD OF TRUSTEES
Draft Minutes of Regular Board Meeting
Monday, January 5, 2026

President: Denise Stacer
Treasurer: Daniel Siivola
At Large: Pat Peruski; Russell Sims; Erin Petricca
Assistant Director: Kathleen Hutchinson
Head of Information Services: Kathy Merucci
Head of IT: Kevin Campbell
Luke Brusstar – Staff Representative

Vice President: Linda Hamilton
Secretary: Hattie Maguire

Recording Secretary: Kevin Campbell

A. Call meeting to order and verify quorum (26-01)

President Stacer called the meeting to order in Meeting Room 1 at the Salem-South Lyon District Library at 7:01 p.m.

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

A. King – Friends Representative

Luke Brusstar – Staff Representative

K. Campbell - Recording Secretary

B. Approval of agenda (26-02V)

Motion to accept the agenda by L. Hamilton seconded by R. Sims

Yes: 7;
No: 0.
Motion Carried.

C. Introduction of guests (26-03)

Guests were introduced by K. Hutchinson

D. Approval of past minutes:

1. Regular Board Meeting on November 24, 2025 (26-04V)

Motion to approve the past minutes from November 24, 2025, was made by L. Hamilton; seconded by D. Siivola.

Yes: 7;
No: 0.
Motion Carried.

2.Special Board Meeting on December 16, 2025 (26-05V)

Motion to approve the past minutes from the special board meeting on December 16, 2025, was made by L. Hamilton; seconded by R. Sims.

Yes: 7;

No: 0.

Motion Carried.

E. Public Comment (26-06)

There were no public comments

F. Friends of the Library Report (26-07)

Submitted and filed by the friends

G. Financial Report

1. Acceptance of the November 2025 Financial Report (26-08V)

Motion to accept the November 2025 financial report moved by L. Hamilton
Seconded by R. Sims

Yes: 7;

No: 0.

Motion Carried.

H. Approval for Payroll Report November 2025 (26-09V)

Motion to approve the November 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 November 2025 (26-10V)

Motion to approve the November 2025 bills and credit card purchases was made by L. Hamilton; seconded by D. Siivola

Yes: 7;
No: 0.
Motion Carried.

J. Leadership Team Report

1. Updated Mentor Program (26-11)

Submitted and filled by the leadership team

Motion to require an evaluation from administration and a participant by the February 2nd Board meeting on the costs and benefits to the employer and the participants and if there are any roles within the organization that should be required to participate by L. Hamilton, Seconded by D. Siivola

Yes: 7;
No: 0.
Motion Carried.

K. Staff Reports (26-12)

Submitted for board review and filed

L. Old Business (26-13)

M. New Business (26-14)

N. Correspondence and communications (26-15)

O. Committee Reports

1. Advocacy Marketing (26-16)

2. Facilities

a. Generator Updates

1. AF Smith Invoice #250160003 (26-17V)

Motion to pay the amount listed for invoice #250160003 by L. Hamilton, seconded by P. Peruski

Yes: 7;

No: 0.

Motion Carried.

b. Teen/Computer Lab Project Update

1. Invoice #25-253-01 from LDA (26-18V)

Motion to pay invoice #25-253-01 by L. Hamilton, Seconded by D. Siivola

7: Yes

0: No

Motion Carried.

Motion to have the staff provide an updated plan for the adult department by the February 23 board meeting with the provision that if more time is needed, then it can be requested by L. Hamilton, seconded by H. Maguire.

7: Yes

0: No

Motion Carried.

2. Invoice #25-253-02 from LDA (26-19V)

Motion to pay invoice #25-253-02 from LDA by L. Hamilton, Seconded by E. Petricca

7: Yes

0: No

Motion Carried.

3. Budget (26-20)

Next Budget meeting will be January 27th at 3 PM

4. Policy Committee (26-21)

5. Professional Development (26-22)

6. Director Search Committee
a. Updates and potential interview dates (26-23)

Motion to use the comparison and numbers as a guide to determine the top 2 candidates by L. Hamilton Seconded by R. Sims

7: Yes

0: No

Motion Carried.

K. Campbell will send H. Maguire Last year's financial report, Current Budget and all the full questions. H. Maguire will send the Board the required information. H. Maguire will email the candidates to set the dates and times for interviews. H. Maguire will send the candidates all the information they need for prepared interview questions.

The trustees will have "Trustee" for name placards.

Each member participating needs a copy of the questions

Final Score sheet needs to be on paper

Additional questions during interview will include Friends/volunteer questions.

January 27th starting at 5 pm - 6:15, half hour for food then next candidate 7 - 8:15.

January 29th starting at 5 pm - 6:15, half hour for food then discussion

2 applicants are scheduled on Tuesday and one scheduled on Thursday.

P. Board Comments (26-24)

There were board comments.

R. Adjournment (26-25)

Meeting adjourned at 8:21 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 January 5, 2026, 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