

SALEM-SOUTH LYON DISTRICT LIBRARY BOARD OF TRUSTEES
Draft Minutes of Regular Board Meeting
Monday, November 24, 2025

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

Vice President: Linda Hamilton
Secretary: Hattie Maguire

Recording Secretary: Kevin Campbell

A. Call meeting to order and verify quorum (25-271)

President Stacer called the meeting to order in Meeting Room 1 at the Salem-South Lyon District Library at 7:09 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

J. Kasier – Friends Representative

K. Campbell - Recording Secretary

B. Approval of agenda (25-272V)

Motion to accept the agenda amended to add annual report under old business was made by L. Hamilton seconded by R. Sims

Yes: 7;
No: 0.
Motion Carried.

C. Introduction of guests (25-273)

Guests were introduced by K. Hutchinson

D. Approval of past minutes of the Regular Board Meeting on October 27, 2025 (25-274V)

Motion to approve the past minutes from October 27, 2025, was made by L. Hamilton; seconded by D. Siivola.

Yes: 7;
No: 0.
Motion Carried.

E. Public Comment (25-275)

There were no public comments

F. Friends of the Library Report

1. 2026 Friends Meeting Dates (25-276)

Submitted and filed by Friends.

Board attendance

01/08/26 P. Peruski

03/12/26 R. Sims

05/14/26 D. Siivola

07/09/26 E. Petricca

09/10/26 H. Maguire

11/12/26 D. Stacer

G. Financial Report

1. Acceptance of the June 2025 finalized Financial Report (25-277V)

Motion to accept the June 2025 finalized report moved by L. Hamilton

Seconded by D. Siivola

Yes: 7;

No: 0.

Motion Carried.

2. Acceptance of the October 2025 Financial Report (25-278V)

Motion to accept the October 2025 financial report moved by L. Hamilton

Seconded by E. Petricca

Yes: 7;

No: 0.

Motion Carried.

H. Approval for Payroll Report October 2025 (25-279V)

Motion to approve the October 2025 payroll report was made by L. Hamilton; seconded by R. Sims.

Yes: 7;

No: 0.

Motion Carried.

I. Approval for Board Review of Bills and credit card purchases for October 2025 (25-280V)

Motion to approve the October 2025 bills and credit card purchases was made by L. Hamilton; seconded by E. Petricca.

Yes: 7;

No: 0.

Motion Carried.

J. Leadership Team Report

1. Updates to Annual Report (25-281)

Submitted and filed by the leadership team

K. Staff Reports (25-282)

Submitted for board review and filed

L. Old Business (25-283)

1. Annual Report – this was discussed under the Leadership Team Report

M. New Business

1. Board Committee Sign-up for 2026 (25-284)

N. Correspondence and communications (25-285)

O. Committee Reports

1. Advocacy Marketing (25-286)

2. Facilities

a. Generator Updates (25-287)

Submitted and filed by committee

b. Review generator Invoice#2 (25-288V)

Motion to pay the bill of \$8,800 by D. Siivola

Supported by L. Hamilton

7: Yes

0: No
Motion Carried.

Motion to preapprove the payment of not to exceed 52,300 dollars by L. Hamilton
Motion withdrawn by L. Hamilton

c. Review Generator Bid (25-289V)

Motion to accept the sale of the generator from per section 9 of policy 808 L. Hamilton
Seconded be E. Petricca

Yes: 6;
No: 0
Motion

D. Siivola abstained from the vote.

3. Budget (25-290)

4. Policy Committee

a. Reviewed Procedure Manual and Policies 208, 213, 217

1. Policies reviewed with no changes: 208 (25-291)

2. Policies reviewed with changes: 213, 217 (25-292V)

Motion to approve the changes with amendments to policy 213 to keep
the original wording and remove the legal definition by L. Hamilton,
Seconded by P. Peruski

7: Yes
0: No
Motion Carried.

5. Professional Development

a. Potential work session date March 2, 2026 (25-293)

The Board Would like to have a discussion with the new director regarding long
range planning.

6. Director Search Committee (25-294)

P. Board Comments (25-295)

There were board comments.

R. Adjournment (25-296)

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 November 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