



PLYMOUTH PUBLIC LIBRARY BOARD OF TRUSTEES
MEETING MINUTES
July 1, 2024

Meeting was called to order by B. McKnight at 6:30 pm. Present were: S. Britt, A. Matzdorf, B. McKnight, M. Hummitsch and M. Kaczkowski. Absent were: K. Murray, P. Norlander, and S. Gloede. Also present: Library Director L. Jochman.

Public Comment

There was no public comment.

Motion by S. Britt, second by M. Hummitsch to approve the minutes of the June 10, 2024 and June 24, 2024 meeting. Motion passed unanimously.

Motion by A. Matzdorf, second by S. Britt to approve the financial report for June 2024. Motion passed unanimously.

Director L. Jochman reviewed some highlighted items on her monthly report. This included an update grant writing, an update on the properties adjacent to the library, Summer Reading registration numbers, and staffing.

New Business

Director L. Jochman is working with FEH to gather budget information to apply for the flexible facilities grant. The work will go beyond the scope of the space needs plan to figure out the phased approach with a cost not to exceed \$3,500. She spoke with City Administrator T. Blakeslee about funding. Motion by M. Kaczkowski to approve the hours and work with the City for funding, second by S. Britt. Motion passed unanimously.

Director L. Jochman asked for board input on how to more effectively market library services. Discussion centered around what else the library can do that it isn't doing already or different types of messages the library

could create. Board members agreed that library staff is doing the best that they can. Members will think of further ideas to share at the next meeting.

Director L. Jochman updated the board on the process for the 2025 budget. The library will receive \$13,600 more in county funding. The City has asked to keep the budget to known increases only. With the rise in use of the facility and the rise in digital checkouts increases in bathroom supplies and digital funding will be needed.

Announcements

There were no announcements.

Motion by M. Hummitszch, second by M. Kaczkowski to adjourn. Motion passed. Meeting was adjourned at 7:05 pm.

Submitted by, Leslie Jochman
Library Board Secretary