



PLYMOUTH PUBLIC LIBRARY BOARD OF TRUSTEES
MEETING MINUTES
August 5, 2024

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

Public Comment

There was no public comment.

Motion by P. Norlander, second by S. Gloede to move to Old Business Library Expansion Project. Motion passed unanimously.

Old Business

FEH Design B. Ludvik presented the final copy of the conceptual design booklet. FEH Design M. Taylor talked further about the community survey and the largely positive response. The Board discussed how to keep the project moving forward and next steps with or without the state flexible facilities grant.

M. Taylor and B. Ludvik left the meeting.

Motion by S. Britt, second by M. Hummitzsch to approve the minutes of the July 1, 2024 meeting. Motion passed unanimously.

Motion by B McKnight, second by S. Britt to approve the financial report for July 2024. Motion passed unanimously.

Director L. Jochman reviewed some highlighted items on her monthly report. This included an update on staffing, an update on the flexible facilities grant application, and a donation for large print and audiobooks.

Old Business

The Board discussed ways to keep the community updated about the expansion project which includes a page on the library website and a way for community members to sign up for email updates. Other ways to raise awareness were discussed and will be talked about again at the next meeting.

There were no new updates on the budget for next year. Director L. Jochman will meet with City leadership in August to discuss the budget further.

New Business

Director L. Jochman presented the two quotes received for the copy machine lease. Price of the quotes were very similar. Motion by S. Gloede to stay with the current vendor, Complete Office, second by M. Hummitzch. Motion passed unanimously.

Announcements

Director L. Jochman reminded the Board that the next meeting will be held on Monday, September 9 due to the Labor Day Holiday.

Motion by M. Hummitzsch, second by P. Norlander to adjourn. Motion passed. Meeting was adjourned at 8:33 pm.

Submitted by, Leslie Jochman
Library Board Secretary