

BRANDON TOWNSHIP PUBLIC LIBRARY
Regular Meeting
July 28, 2026 at 5:00 p.m.
304 South Street
Ortonville, MI 48462
Community Room

1. CALL TO ORDER

TIME: 5:00 pm

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL	PRESENT	ABSENT WITH NOTICE	ABSENT
NAME: Crockett	☒	☐	☐
NAME: Gault	☒	☐	☐
NAME: Jones	☒	☐	☐
NAME: Rathburg	☒	☐	☐
NAME: Sotzen	☒	☐	☐
NAME: Taylor	☒	☐	☐

4. APPROVAL OF THE AGENDA

STATEMENT: "I move to approve the agenda as amended."

MOTION: Rathburg

SECOND: Sotzen

VOTE - YEA: 6 NAY: 0

5. APPROVAL OF THE MINUTES, JUNE 23, 2026 REGULAR MEETING

STATEMENT: "I move to approve the June 23, 2026 minutes as amended."

MOTION: Jones

SECOND: Rathburg

VOTE - YEA: 6 NAY: 0

6. CALL TO AUDIENCE

7. DIRECTOR'S REPORT

8. TRUSTEE REPORTS

9. FINANCIAL OFFICER'S REPORT

9.1. Review Check Register as of June 30, 2026

9.2. Review Balance Sheet as of June 30, 2026

9.3. Review Income Statement as of June 30, 2026

9.4. Approve Expenses Paid for June 2026

STATEMENT: "I move to approve the June 2026 expenses of \$107,248.21."

MOTION: Gault

SECOND: Rathburg

VOTE – ROLL CALL YEA: 6 NAY: 0
9.5. Budget Adjustments
STATEMENT: "I move to approve the budget amendments as presented."
MOTION: Rathburg SECOND: Taylor
VOTE – ROLL CALL YEA: 6 NAY: 0

10. COMMITTEE REPORTS

10.1. Policies (Taylor, Sotzen, Jones)

10.1.1. Room Rental Policy

STATEMENT: "I move to accept the Room Rental Policy as presented."

MOTION: Jones SECOND: Sotzen

VOTE - YEA: 6 NAY: 0

10.1.2. Anti-Harassment Policy

STATEMENT: "I move to accept the Harassment Policy as amended and rescind the Anti-Harassment Policy and Anti-Harassment Guidelines."

MOTION: Crockett SECOND: Rathburg

VOTE - YEA: 6 NAY: 0

10.2. Finance (Crockett, Gault, Rathburg)

10.2.1. Draft 2027 Line Item Budget

10.3. Ad-Hoc 100th Anniversary Committee (Rathburg, Taylor)

10.3.1. October 9, 2026 Speakeasy Event

STATEMENT: "I move to approve the serving of liquor for the Library's speakeasy event on October 9, 2026."

MOTION: Taylor SECOND: Crockett

VOTE - YEA: 6 NAY: 0

11. COMMUNICATION

12. UNFINISHED BUSINESS

13. NEW BUSINESS

13.1. 2024-2026 Strategic Plan Final Report

13.2. Parking Lot Sealing/Striping Quotes

STATEMENT: "I move to accept the quote from Lazer Lines to seal and stripe the parking lot for the of amount of \$5650."

MOTION: Rathburg SECOND: Taylor

VOTE – ROLL CALL YEA: 6 NAY: 0

14. 2027-2029 Strategic Plan

14.1. Mission and Vision Statements – Special Meeting

15. STAFF REPORTS

15.1. Library Statistics

16. CALENDAR REVIEW – August- Approve Millage Rate/Budget

17. PUBLIC COMMENT

18. ON HOLD

19. ITEMS FOR NEXT AGENDA– Outdoor Landscaping

20. Adjourn

Time: 6:17 pm

**Next Regular Meeting:
August 25, 2026 @ 5:00 p.m.
Preceded by Public Hearing @ 4:45pm
Community Room
304 South Street
Ortonville, MI 48462
Training @ 4:30pm**