

BRANDON TOWNSHIP PUBLIC LIBRARY
Regular Meeting
June 23, 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: Jones

SECOND: Rathburg

VOTE -

YEA: 5

NAY: 0

5. APPROVAL OF THE MINUTES, MAY 26, 2026 REGULAR MEETING

STATEMENT: "I move to approve the May 26, 2026 minutes as amended."

MOTION: Rathburg

SECOND: Taylor

VOTE -

YEA: 5

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 May 31, 2026

9.2. Review Balance Sheet as of May 31, 2026

9.3. Review Income Statement as of May 31, 2026

9.4. Approve Expenses Paid for May 2026

STATEMENT: "I move to approve the May 2026 expenses of \$136,336.04."

MOTION: Sotzen

SECOND: Rathburg

VOTE - **ROLL CALL** YEA: 5 NAY: 0

9.5. Budget Adjustments

STATEMENT: "I move to approve the budget amendments as presented."

MOTION: Rathburg SECOND: Jones

VOTE - **ROLL CALL** YEA: 5 NAY: 0

10. COMMITTEE REPORTS

10.1. Policies (Taylor, Sotzen, Jones)

10.1.1. Room Rental Policy

10.2. Finance (Crockett, Gault, Rathburg)

10.2.1. Story Walk Holders

STATEMENT: "I move to accept the Barking Dog quote for 16 storywalk boards with the price not to exceed \$5,500."

MOTION: Taylor SECOND: Sotzen

VOTE - **ROLL CALL** YEA: 5 NAY: 0

10.2.~~1~~ 2. Story Walk Construction

STATEMENT: "I move to employ Michigan Outdoor Service for up to \$30,000 for the construction of concrete sidewalks and mounting plates."

MOTION: Rathburg SECOND: Jones

VOTE - **ROLL CALL** YEA: 5 NAY: 0

10.2.~~1~~ 3. 2026-2028 Auditor RFP

STATEMENT: "I move to accept the 2026-2028 Auditor RFP as presented."

MOTION: Taylor SECOND: Rathburg

VOTE - **ROLL CALL** YEA: 5 NAY: 0

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

11. COMMUNICATION

12. UNFINISHED BUSINESS

13. NEW BUSINESS

13.1 Strategic Plan Update

13.2 2025 Annual Report

14. STAFF REPORTS

14.1. Library Statistics

15. CALENDAR REVIEW – July- Budget Draft Review

16. PUBLIC COMMENT

17. ON HOLD

18. ITEMS FOR NEXT AGENDA– Room Rental Policy
Strategic Plan Final Report
Outdoor Landscaping

19. Adjourn

Time: 6:33 pm

**Next Regular Meeting:
July 28, 2026 @ 5:00 p.m.
Community Room
304 South Street
Ortonville, MI 48462
Training @ 4:45 p.m.**