

**Belleville Area District Library  
Meeting Minutes  
June 9, 2026**

1. **Call to Order:** Chair Sharon Peters called the meeting to order at 7:32 pm.
2. **Roll Call:** The following board members were present: Joy Cichewicz, Dan Fleming, Maria Jackson-Smith, John Juriga, Sharon Peters, Linda Priest, and Tanya Stoudemire.  
Also present: Library Director Mary Jo Suchy.
3. **Approve Agenda:** Motion by Juriga, seconded by Priest, to approve the agenda as presented. The motion carried unanimously.
4. **Approve May 12, 2026, Regular Meeting Minutes:** Motion by Cichewicz, seconded by Jackson-Smith, to approve the May 12, 2026, meeting minutes as presented. The motion carried unanimously.
5. **Public Comments:** Rosemary Otzman announced that she is retiring from the Belleville Area Independent at the end of the month and that she has enjoyed covering the library board meetings.
6. **Public Hearing - 2026-27 Budget:** The public hearing opened at 7:37 pm. There were no comments. The public hearing closed at 7:38 pm.
7. **Committee Reports:**
  - A. **Building:** No report.
  - B. **Bylaws:**
    - a. **Bylaws Revisions:** Motion by Juriga, seconded by Stoudemire, to accept the Belleville Area District Library Board Bylaws as presented. A roll call vote was taken. Ayes: Cichewicz, Fleming, Jackson-Smith, Juriga, Peters, Priest, and Stoudemire. Nays: None. The motion carried unanimously.  
  
With approval from the board, the secretary may delegate duties to the library director. Motion by Cichewicz, seconded by Jackson-Smith, to delegate the issuance of meeting notices and the keeping of library records and minutes to the library director. The motion carried unanimously.  
  
With approval from the board, the treasurer may delegate duties to the library director. Motion by Stoudemire, seconded by Cichewicz, to delegate the expenditures and records of moneys to the library director. The motion carried unanimously.
    - b. **Public Relations/Media/Photography Policy:** Motion by Cichewicz, seconded by Stoudemire, to approve the Public Relations/Media/Photography Policy as presented. The motion carried unanimously.

- c. **Public Comment Policy:** Motion by Cichewicz, seconded by Juriga, to approve the resolution adopting the Public Comment Policy. A roll call vote was taken. Ayes: Cichewicz, Fleming, Jackson-Smith, Juriga, Peters, Priest, and Stoudemire. Nays: None. The motion carried unanimously. (See attached Public Comment Policy).
  - C. Finance:** Stoudemire outlined the 2026-27 proposed budget and the proposed amendments to the 2025-26 budget.
    - a. **Approve the 2026-27 Budget:** Motion by Cichewicz, seconded by Jackson-Smith, to approve the 2026-27 budget as presented. The motion carried unanimously.
    - b. **Approve the 2025-26 Amended Budget:** Motion by Cichewicz, seconded by Jackson-Smith, to approve the 2025-26 amended budget as presented. The motion carried unanimously.
    - c. **Fund Balance Allocation per GASB 54:** Motion by Stoudemire, seconded by Cichewicz, to commit \$1,400,000 of the 2025 collected library millage that is in fund balance for use in the 2026-27 fiscal year's general operations (per GASB #54, Fund Balance Reporting and Government Fund Type Definitions).
  - D. Outreach:** No report.
  - E. Personnel:** No report.
  - F. Policy:** No report.
  - G. Art:** No report.
8. **Approve Accounts Payable:** Motion by Cichewicz, seconded by Priest, to approve the accounts payable as presented. The motion carried unanimously.
  9. **Director's Report:** See attached. Suchy invited the board to the Memory Café Art Reception being held on Friday, June 26 from 2-4 pm.
  10. **Trustee Comments:**
    - Jackson-Smith:** Is excited to see the return of the Car Show and Farmers Market.
    - Stoudemire:** Thanked Mary Jo and Joy for making the budget process simple.
    - Cichewicz:** Is expecting to be at the library with her grandchildren a lot this summer.
    - Priest:** Is interested in attending the library's UFO program.
    - Juriga:** Announced that Music Lakeside begins on June 18.
  11. **Chair Comments:** It is nice to see the things you can do in the library that don't cost anything and that bring joy. Observed that the community has been well served to have Rosemary covering the library board meetings. Stressed the importance to the community of having a local newspaper.
  12. **Adjournment:** Motion to adjourn by Juriga, seconded by Fleming. The meeting adjourned at 8:49 pm.

**BELLEVILLE AREA DISTRICT LIBRARY**  
**POLICY FOR PUBLIC COMMENTS AT MEETINGS**

**I. Purpose**

The Belleville Area District Library welcomes and encourages comments from members of the public who attend Library Board meetings. Pursuant to the requirements of the Open Meetings Act, a person is permitted to make a public comment during a meeting under rules established and recorded by the Library Board.

**II. Public Comment Period; Meeting Agendas**

- A. If an agenda is available, the Library Board will have copies of the agenda available for the public who attend the meeting. The agenda will indicate the designated time(s) for the public to provide comments. The Library Board will include at least one public comment period during each meeting. These rules apply to the public comment period in any regular or special meeting or in any committee meeting that is open to the public (“Public Comment”).
- B. Members of the public have no right to address the Library Board or make comments outside of the Public Comment. At any time, the Library Board, at its discretion, may accept comments from the public. However, outside of the Public Comment time, the Library Board is under no obligation to hear comments from the public during a meeting.
- C. The Library Board has sole discretion to determine the content of each meeting agenda and is not obligated to add any item to the agenda.

**III. Rules of Public Comment**

The Library Board adopts the following procedures to receive Public Comments:

- A. When the Library Board meeting reaches a designated time for Public Comments, the Library Board Chairperson will invite attendees to make Public Comments. If the Chairperson is absent, the acting chair of the meeting will perform the Chairperson’s duties under this policy.
- B. The Chairperson will ask persons wishing to speak to raise their hands to be recognized by the Chair. The Chairperson will recognize one person to speak at a time, and each speaker must provide their name and the city or township where they reside. No person in attendance may make a comment without being recognized.
- C. Public Comments must be addressed to the Library Board, not to other members of the audience.

- D. Each speaker is only entitled to one (1) three-minute time during each Public Comment period and may not split the time or “give” the time to another speaker.
- E. In lieu of speaking, a person may submit any written comments to the Library Board Secretary. Written materials submitted to the Library Board are considered public documents.
- F. The Library Board encourages free and complete public dialogue on Library Board issues within the bounds of civil discourse. Speakers may not breach the peace of the meeting.
- G. If a speaker includes specific questions to the Library Board in his or her Public Comments, the Library Board has no obligation to respond.
- H. Groups are encouraged to designate one or more individuals to speak on their behalf to avoid cumulative comments. However, there is no requirement to make this designation. If a speaker is speaking on more than one individual’s behalf, they must state as such at the beginning of their comment and shall be entitled to one (1) five-minute time during Public Comment.
- I. The Library Board may determine, in its sole discretion, how Public Comments will be summarized in the meeting minutes. Members of the public should not expect the minutes to include verbatim transcripts or details of any individual comment.
- J. Members of the public are also encouraged to contact the Library during regular business hours to ask questions, raise concerns, and request information about Library matters.
- K. Members of the public must remain seated, stand in the back of the room or along the sides of the room during Public Comment. Members of the public should remain in place until called on by the Board Chairperson.
- L. All signs are prohibited in the Board meetings.

#### **IV. Recording of Rules**

These rules will be recorded in the minutes and kept on file at the library.