

Jean Waterloo Lenox Township Library
Board Meeting Minutes
March 18, 2022

- I. Call to Order: The meeting was called to order at 6:01 pm by Adrienne Hilmon.
- II. Roll Call:
 - a. Present: Adrienne Hilmon, Sylvia Steward, Virginia Hofman, Pat Bruen and Beth Bogaert
 - b. Absent: Daniel VanDeKerkhove and Stephanie Martis
- III. Approval of the agenda: A motion was made by Sylvia and seconded by Pat to approve the agenda. Motion carried.
- IV. Secretary's report: Minutes from the February meeting were reviewed. Motion made by Sylvia and seconded by Virginia to approve the minutes after correcting the spelling of names (Hofman, Steward and Bogaert).
- V. Treasurer's report: Adrienne reviewed the report. A motion was made by Sylvia and seconded by Virginia to accept the report. Motion carried.
 - a. It was moved by Sylvia and seconded by Pat to approve February bills. Motion carried
- VI. President's reports:
 - a. Old business:
 1. Library finances: Beth introduced Jeff Anderson from MI Class. Jeff explained the company is a local governmental investment pool. He explained the advantages of using their services including the competitive yield and daily liquidity. If we choose to use MI Class, our Investment Policy needs to be revised.
 2. We discussed the upcoming open house. It was moved by Sylvia and seconded by Virginia to allow a \$200 budget for light refreshments and decorations.
 3. The library property needs to be restaked prior to fence installation. We have a quote from Lehner and Associates for \$800. Motion by Pat and seconded by Sylvia to accept the bill. Carried.
- VII. New Business
 1. We reviewed 3 quotations for the new library sign. The motion was made by Sylvia and seconded by Pat to approve option 3 with the addition of Public as presented by Signarama at a total cost of \$345.58. Motion carried.

- VII Director's Report
 - a. Beth mentioned that 2 staff members have been out for medical reasons. Scheduling was handled during their absences.
 - b. Story time has been started again. We are on our way back to normal.
 - c. Craft program was started with 15 at this week's program.
 - d. We have 3 Chrome Books that are being prepared for use in the library as well as allowing 1 or 2 to be checked out as well.
- VIII There were no public comments.
- IX Since the next regular meeting would fall on Good Friday we needed to make a decision on the date. It was moved by Pat and seconded by Sylvia to change the date to April 22, 2022. Motion carried.
- X Meeting adjourned at 7:09 pm.

Respectfully submitted,

Pat Bruen

Pat Bruen
Secretary