

Jean Waterloo Lenox Township Public Library
Board Meeting Minutes
December 11, 2020

AMENDED

Call to Order: 6:09 pm by Hilmon

Roll Call:

Present: Patricia Doherty, Adrienne Hilmon, Sylvia Steward, Daniel VanDeKerkhove

Absent: Virginia Hofman (not sworn in at time of meeting)

Staff: Beth Bogaert

Approval of the Agenda: A motion was made by Steward and seconded by VanDeKerkhove to approve the agenda. Motion carried.

Reports

- a. Approval of the minutes: September and November minutes tabled until January meeting.
- b. Treasurer's report/financial business: The October and November bills were reviewed and discussed. October and November bills approval are tabled until further assessment is completed.
- c. Librarian's report: Director Bogaert hired two part-time staff. Elizabeth is the new page and will work around 10 hours per week. Lindsay is our new clerk and will be a keyholder for the library. Casee is promoted to full time as of November 2, 2020. The library has nine total employees, with two people at all times. The library is closed to the public for the foreseeable future, but has curbside pickup and dropoff available.
- d. Library Happenings report: Kits for kids and adults to continue. The three current kits were all filled within a day. The kits included two kits for adults for crochet and crafts, and one for kids for Christmas tree activity. Max Durham compiled 148 kits with a \$600 donation, for the homeless and will be donating these to Detroit homeless

Old Business

- a. Director Bogaert discussed the copier. Further discussion from the board and board tabled this until January meeting so that Director Bogaert has time to research copier purchase.
- b. Board discussed a review of the budget that the October meeting brought up. Board agreed that a quarterly review of the budget is necessary and Director Bogaert and Janice will compile for January meeting.
- c. Business frontage on Gratiot: Need to find someone to clean up and maintain.

New Business

- a. President's report: None to report
- b. Executive Board voting results:
 - a. President: Adrienne Hilmon
 - b. Secretary: Patricia Doherty
 - c. Treasurer: Vacant
- c. Committee reports: None to report
- d. Kathleen Andrews resigned and a motion to post vacancy was made by VanDeKerkhove and seconded by Steward to approve the posting. Motion carried.
- e. Virginia Hofman was not sworn in at time of meeting.

Public Comments: No public comments

Announcements: None

Next Meeting: January 16, 2021 at 6 pm

Adjournment: A motion was made by Steward and seconded by VanDeKerkhove to approve the adjournment at 7:16 pm. Motion carried.