

Amended

Jean Waterloo Lenox Township Library Board

Board Meeting Minutes

May 21, 2021

- I) Call to Order: The meeting was called to order by Adrienne Hilmon at 6:05pm.
- II) Roll Call
 - a. Present – Board members: Adrienne Hilmon (calling from Lenox, MI), Daniel VanDeKerHove (calling from New Baltimore, MI), Stephanie Martis (calling from New Haven, MI), Pat Bruen (calling from Lenox, MI), Sylvia Stewart (calling from New Haven, MI), Virginia Hofman (calling from New Haven, MI)
 - b. Staff: Beth Bogart (calling from New Haven, MI)
- III) Approval of the agenda: Motion was made by Daniel, seconded by Sylvia to approve the agenda. Motion carried.
- IV) Motion to approve the minutes of the April 14th meeting made by Sylvia and seconded by Daniel. Motion approved.
- V) Treasurer's Report: Beth reviewed the April report with the board. Motion made by Daniel to approve the report and seconded by Sylvia. Motion carried.
- VI) Beth presented the bills for April. It was moved by Sylvia and seconded by Daniel to approve the bills. Motion carried.
- VII) Director's report:
 - a. The library's website has been revised with a new template to make it usable on the phone
 - b. The library has received a Library Service and Tech Grant in the amount of \$760 to subsidize the summer reading program.
 - c. The budget for 2021-2022 was discussed. Daniel moved to approve the budget, seconded by Sylvia and carried.

VIII) President's report:

- a. The proposed Social Media Policy was presented and amended. Motion by Daniel and seconded by Stephanie to refer the amended policy to the attorney. Motion carried.
 - b. The situation at the Gratiot property was addressed. The attorney sent a letter to have the vehicles removed from the property. It appears the vehicles, with the exception of those on the frontage, have been moved. Daniel will follow up and take pictures.
 - c. The Gratiot property is scheduled to be mowed next Friday. The last cut cost \$1000, but the service cut the entire 9 acres, not just the library property. It was discussed this should be set out for bid. Daniel will get a few competitive bids preferably from a local service,
 - d. Accounts were to be reviewed to diversify to that all monies are properly insured. Savings is through Flagstar and needs to be moved soon to make sure all funds are FDIC insured. Beth will discuss this with our accountant and we will revisit this again in September.
- IX) Board is usually in recess in July and August. Motion by Sylvia and seconded by Daniel to recess as usual. Motion passed.
- X) Sylvia reported that the Lioness of New Haven have invited a representative from the library to attend a dinner at 5:00 on June 18th. The dinner is to be held at the Imperial Hall on Groesbeck (between 14 and 15 Mile Roads). They will be presenting a donation to the library and have requested a representative to attend, Pat Bruen volunteered.
- XI) Pat requested permission to post an invitation to a Toastmaster's Open House on the library website.

- XII) The next meeting is scheduled on Friday, June 18th at 6:00 6:00pm in the library.
- XIII) Beth let us know that Steven Sawdon, a former staff member, has recently passed away. There will be a memorial on July 10th at the park on Haven Ridge, A card will be send. It was moved by Sylvia and seconded by Daniel to donate \$50 in memory of Steven. Motion carried.
- XIV) Sylvia made a motion to adjourn the meeting, Motion seconded by Daniel and carried. Meeting adjourned at 7:34.

Respectfully submitted,

Pat Bruen, Secretary