Jean Waterloo Lenox Township Library
Board Meeting Minutes
May 18, 2023

1. Call to Order: The meeting was called to order at 6:05 pm by Daniel VanDeKerkhove.
2. Roll Call:
    a. Present: Adrienne Hilmon, Pat Bruen, Daniel VanDeKerkhove, and Beth Oakley
    b. Absent: Virginia Hofman. Arriving@ 6:45: Melanie Cochrill
    c. Staff: Beth Bogaert
    d. Public: Anthony Reeder, Lenox Township Supervisor
3. It was moved by Beth O. and seconded by Adrienne the agenda be approved. Carried unanimously.
4. There were no public comments on the agenda items.
5. Secretary's Report
    a. Motion by Adrienne and seconded by Beth Oto accept the secretary's report as corrected. (spelling errors only). Motion carried with Daniel abstaining as he was absent at the meeting.
6. Treasurer's Report.
    a. Motion by Pat, seconded by Adrienne to accept the treasurer's report as presented. Motion carried.
    b. Bills were reviewed. Motion by Pat and seconded by Beth to approve the bills. Motion carried.
7. Director's report:
    a. Summer reading program will run from June 12th through August 11th.
    b. Tyler is working on certification for Level 3.
    c. Guardian is working on the alarm system as it has alerted the Fire Department 5 times in the last 7 months and 4 of them were false alarms.
    d. Beth B. indicated that staff evaluations were completed and all employees met or exceeded expectations.
    e. The budget will be reviewed next month.
8. President's report:
    a. Old business
        i. Beth provided information regarding savings accounts and interest rates. Genisys Credit Union would offer the best rates as a business savings account. We will review next month as there were a few questions regarding possible fees.
        ii. We reviewed the job description for the Library Director. It was moved by Daniel and seconded by Melanie to approve the description as presented and add it to the personnel manual.
        iii. We did a round robin evaluation of the director which was then discussed with Beth B.
        iv. We have had over 150 responses to the Jotform survey. 3 issues that appear to be of concern are: 1) larger children's

space 2) quiet study space and 3) larger selection.

v. Discussion of the Town Hall/Needs Assessment to be tabled until the June meeting after we have the results from the survey. Mr. Reeder presented us with the idea that there is land available at the Lenox Township Complex that could be utilized by the library. We discussed this idea looking at the advantages as well as the disadvantages of using that space and selling the Gratiot property. We also looked at the possibility of keeping the Main Street building open at least on a limited schedule. Beth will check to see if there are restrictions on the Gratiot property that would prohibit this alternative.

vi. At present we have started the Library of Things with a telescope, a microscope and a coding kit. We are limited by space at this time to expand this section of the library.

b. New Business

i. This was covered above in our discussion with Mr. Reeder, Lenox Township Supervisor.

9. Public Comments - again, this was covered above.
10. Our next meeting is scheduled for June 15, 2023 at 6:00 pm.
11. Motion to adjourn at 7:45 pm by Melanie, seconded by Beth O. and passed.

Respectfully submitted,

Pat Bruen