

Jean Waterloo Lenox Township Library

Board Meeting Minutes

October 21, 2022

Corrected

- I. Call to Order: The meeting was called to order at 6:00 pm by Adrienne Hilman.
- II. Roll Call:
  - a. Present: Adrienne Hilman, Virginia Hofman, Pat Bruen, Daniel VanDeKerkhove and Beth Oakley
  - b. Staff: Beth Bogaert
  - c. Guest: Lisa Martin
- III. Public Comments: none
- IV. Approval of the agenda: A motion was made by Daniel and seconded by Beth to approve the agenda. Motion carried.
- V. Secretary's report: Minutes from the June meeting were reviewed. Dates in the treasurer's report corrected to read 2022. Motion made by Daniel and seconded by Beth to approve the minutes as corrected. Motion passed.
- VI. Treasurer's report: Adrienne reviewed the report.
  - a. A motion was made by Daniel and seconded by Beth to table the report as there were a few questions that needed clarification. Motion carried.
  - b. It was moved by Pat and seconded by Daniel to move \$2,600 from supplies and postage to pensions from the last fiscal year as suggested by Janice. Motion carried
  - c. Motion by Virginia and seconded by Daniel to approve September bills. Motion carried.
- VII. Director's Report  
Beth presented the 2023 holiday closures. It was moved by Pat and seconded by Beth to approve the proposed dates. Motion carried.
- VIII. President's Report
  - a. Old Business
    - i) The fence has been installed. Beautiful job. Scheduled for inspection this week with no contact so it appears to have been approved.

ii) Beth will get a needs assessment and develop a survey. She will try to get this done for the November meeting - no later than December. New Library Town Hall tabled until this is done.

iii) Lisa Martin was introduced. She was interviewed by the board for the open position on the board. She is a former board member and currently employed by the Warren library. She also provided a resume. After Lisa left the meeting we discussed the two candidates. It was moved by Virginia and seconded by Beth to elect Melanie Cochrell to the open position. Motion carried with 1 abstention (Pat) and 1 nay (Daniel).

iv) The Holiday Dinner has been canceled as we cannot use public funds for this. If we reinstitute Friends of the Library we may be able to revisit this next year.

b. New Business

i) Signage for the Gratiot Property is tabled until after the needs assessment is done.

ii) Daniel made a motion to change our meetings to the third Thursday at 6:00 pm. Motion seconded by Beth. Motion carried with 1 Nay (Adrienne).

iii) We reviewed several Director Evaluation Forms. Beth will revise slightly and we will review next month with an evaluation to coincide with the fiscal year. Revisit in November.

VIII Public Comments - none at this time

IX Our next meeting is scheduled for November 18<sup>th</sup> at 6:00 pm.

X Motion to adjourn at 8:19 pm by Daniel. Seconded by Beth and carried.

Respectfully submitted,

*Pat Bruen*

Pat Bruen, Secretary