

Jean Waterloo Lenox Township Library
Board Meeting Minutes
February 20, 2025

- 1) Call to Order: The meeting was called to order at 6:01 p.m. by Beth Oakley
- 2) Roll Call:
 - a) Present: Pat Bruen, Melanie Cochill, John Notte, Beth Oakley, Lee Hillis and Larry Lubinski.
 - b) Staff: Beth Bogaert
 - c) Public: 4 visitors
- 3) Approval of the Agenda: Motion to approve agenda by Lee and seconded by Melanie. Approved unanimously. Melanie was appointed as timer if needed.
- 4) Public comments on agenda items: None.
- 5) Secretary's report:
 - a) Motion to approve the January 16, 2025 minutes by Lee, seconded by Melanie and approved unanimously.
- 6) Treasurer's Report:
 - a) The treasurer's report was reviewed. Motion by Pat and seconded by Melanie to move \$400 from contingency to audit. Motion approved unanimously.
 - b) Motion to approve payment of bills by Melanie, seconded by John and approved unanimously.
- 7) Director's Report:
 - a) Library Happenings:
 - i) Casee will be attending the Spring Institute conference from April 9-11. The conference will be held in Frankenmuth this year.
 - ii) Both Beth and Casee are working on a weeding project in preparation for an inventory project they hope to start in May.
 - iii) The staff has begun planning for Summer Reading. This year's theme is "Color our World" and Dawn will be making staff shirts again this year.
 - b) Marketing Makeover
 - i) Beth B. submitted an application for a Marketing Makeover opportunity in early January and was informed at the end of January that we were one of Five libraries throughout Michigan chosen to participate. Beth met with Trenton Smiley from MidWest Tape at the beginning of February. He and his team are going to be working on simple marketing solutions that are specific to our library that will be easy for us to employ. The plan is to meet with Trenton and his team again in the early spring.
- 8) President's Report
 - a) Old Business:
 - i) Expansion Exploration Committee - the committee is moving forward and looking for grants to assist.

- ii) Nicole Tuttle is working on an article for The Voice.
 - iii) Sue from the real estate office indicated she has had 2 inquiries regarding the Gratton property. We have no information on the rezoning request at this time.
 - iv) Bylaw changes are being run by the attorney to make sure there are no issues.
- b) New Business:
- i) King Scott will do a field visit next week to put together a survey. Larry presented suggestions for changes to the Collection Development Policy. Beth B. will return with changes next month for approval.
 - ii) Career Development Idea was tabled and moved to next meeting.
- 9) Public Comments/ Announcements: There were none.
- 10) Next meeting - March 20,2025 at 6:00 p.m.
- 11) Moved by Melanie and seconded by John to adjourn the meeting at 7:22 p.m. Approved unanimously.

Respectfully submitted,

Pat Bruen