Jean Waterloo Lenox Township Library
Board Meeting Minutes
January 21, 2022

1. Call to Order: The meeting was called to order at 6:05pm by Hilmon. Hilmon announced the untimely passing of Christopher Rose, father to library staff member Elizabeth Rose.
2. Roll Call
    a. Present: Adrienne Hilmon, Daniel VanDeKerkhove, Stephanie Martis, Sylvia Steward
    b. Absent: Pat Bruen
    c. Staff: Beth Bogaert
    d. Public: Virginia Hofman (calling from Lenox Township, MI)
    e. Guest: Katie Andrews
3. Approval of the agenda: Hilmon acknowledged the movement of the President's Report to precede the Director's Report to accommodate guest Katie Andrews. A motion was made by Steward, seconded by VanDeKerkhove, to approve the agenda. Motion carried.
4. Public Comments: none
5. Secretary's Report: A copy of the December meeting minutes was reviewed. A motion was made by VanDeKerkhove, seconded by Steward, to approve the minutes with spelling corrections. Motion carried.
6. Treasurer's Report: Martis reviewed a copy of the December report with the board. A motion was made by VanDeKerkhove, seconded by Steward, to accept the report. Motion carried.
    a. November 2021 Report: Bogaert explained that two amounts were moved to accommodate pay A Moveable Feast for catering the holiday dinner. A motion was made by Steward, seconded by VanDeKerkhove, to move $200 from Contingency to Misc. Motion carried. A motion was made by Steward, seconded by Martis, to move $400 from Equipment. to Misc. Motion carried.
    b. December 2021 Bills: December bills were reviewed. VanDeKerkhove asked for clarification on a charge from Ring Central. Bogaert explained that they provide the library's phone and fax service. A motion was made by Steward, seconded by Martis to approve payment of the December bills. Motion carried.

7. President's Reports
    a. Old Business
        i. Library Finances: Katie Andrews shared her professional perspective regarding the money the library has in its bank accounts. Correspondence between Bogaert and attorney Michael Nickerson addressing the library's ability to invest the money was discussed. Bogaert will contact Lenox Township regarding investment strategies and bring more information to the February meeting. Item tabled until February.
        ii. Gratiot Property: Correspondence between Bogaert and Nickerson regarding ongoing issues between the library and Macomb Automotive were discussed. Bogaert will obtain quotes for fencing for the February meeting. Item tabled until February.
        iii. Collection Development Policy: Board reviewed amended policy language A motion was made by VanDeKerkhove, seconded by Steward, to approve the amended language. Motion carried.
        iv. Name Change: Board discussed the library's name change. The board chose March 21st, 2021, as the effective date of the library's name change. An open house is tentatively set for April 30th, 2021. A resolution to transfer the Gratiot Property to the Jean Waterloo Lenox Township Public Library was presented. A motion was made by VanDeKerkhove, seconded by Steward to approve the transfer of the property as of April 1, 2022. Motion carried.
    b. New Business – none
    c. Committee reports
        i. Bylaws Review: Hilmon and Martis plan to complete a review of the Bylaws before the February meeting.
8. Director's Report
    a. Bogaert requested the library investigate hiring a new bookkeeper. Bogaert will obtain quotes for new bookkeeper. Item tabled.
    b. General Updates
    c. Bogaert discussed the passing of Christopher Rose, father to staff member Elizabeth Rose. Flowers were sent to the Rose

family on behalf of the library staff and a card was sent on behalf of the library board.

d. The library will receive 3 Chromebooks, amp speakers and a microphone as part of the MI-83 grant program. The library received $1,000 from the Suburban Library Cooperative (SLC) to create Early Literacy kits. Alpha Kappa Alpha Sorority, Inc., Omega Xi Omega Chapter, donated $500 to the library in December.

9. Announcements: none
10. Next Meeting – February 18, 2022 at 6pm
11. Meeting Adjournment: A motion was made by VanDeKerkhove, seconded by Steward, to adjourn the meeting at 7:04pm. Motion carried.

Submitted by:
Beth Bogaert
Library Director