

Approved Minutes  
March 20, 2018  
5:30PM - 6:24PM  
Tecumseh District Library

The March meeting of the Tecumseh District Library Board was called to order at 5:30PM by Treasurer Judy Prater. Roll call was taken. Trustees present were Pam Bunch, Heather Burdick, Stan Legenc, Matt Linke, Judy Prater, and Carma Roesch. Also present were Library Director Gayle Hazelbaker. Absent from the meeting was Jane Poczatek.

**Approval of the March 2018 Agenda** - Stan Legenc motioned to approve the agenda. Matt Linke seconded the motion.

**Public Comment Re: Agenda Items:** no comment

**Minutes from the February 20, 2018 Meeting: (see attached) Motion:** One item was fixed in the agenda. Heather Burdick moved to approve the February minutes. Stan Legenc seconded and it was approved.

**Treasurer's Report (see attached) Motion:** Judy shared information from the report, clarifying how the banking works. Heather Burdick motioned to approve the report. Stan Legenc seconded and it was approved.

**Consent Agenda: (see attached) Motion:** Stan Legenc motioned to approve the consent agenda as presented. Matt Linke seconded and it passed.

**Friends Report (informational):** Gayle reported on behalf of the friends. \$349 was made at the last book sale. The friends' have a healthy account. April 22 is the mystery luau. By-Laws were changed a bit so that library staff members could hold a **non-signatory** office on the board. Sonja Downey is the new secretary.

**Director's Report: (see attached):** Gayle had no new information to report aside from her report.

**Old Business:**

**Advocacy -**

- Stellar library worker - ALA award - board needs to read more about this
- Jane is attending the advocacy boot camp in Lansing and going to Washington DC to advocate for libraries.

- Register ASAP for the Rurals conference
- Review Open Meetings act for the next meeting

**Gifts and Memorials Thank You Notes -**

- Board members are asked to continue writing thank you notes to donors.

**Director Search Update -**

- Two candidates have been selected for interviewing. Official interview day will be March 24, 2018. Board members need to print two copies for Saturday. Gayle has emailed the agenda for Saturday. Meeting will begin promptly at 9:45.

**Self-Evaluation -**

- work in progress; members are asked to be thinking about this for the April meeting.

**New Business:**

**Semi-Annual Financial Report -**

- Judy shared information regarding the financial reports for the semi-annual report.

**Woodlands Mtg - March 15, 2018 -**

- Jane will share more about this at the April meeting.

**Board By-laws Review -**

- Board needs to be reviewing these throughout the summer at each meeting.

**Public Comment Re: Non-Agenda Items:** no public comments

**Other business:** Pam and Heather shared information from the Friends of Michigan Libraries Trustee Alliance Workshop they attended. Open Meetings Act was a big focus of the workshop. Finance committee and Executive committee are the only two other committees that many boards have. This could possibly allow for greater transparency of the board and discussions via committees.

Adjourned at 6:24PM

Next meeting will be Tuesday, April 17, 2018 at 5:30PM.

Respectfully submitted,  
Carma Roesch  
TDL Board of Trustees Secretary  
Approved April 17, 2018