

Approved Minutes  
February 21, 2017  
5:36PM - 7:14PM  
Tecumseh District Library

The February meeting of the Tecumseh District Library Board was called to order at 5:36PM by President Jane Poczatek. Roll call was taken. Trustees present were Pam Bunch, Deb Lawson, Stan Legenc, Matt Linke, Judy Prater, and Carma Roesch. Also present were Library Director Gayle Hazelbaker and Tom McCarrell from Old National Bank.

**Approval of the Agenda -** Stan Legenc motioned to approve the agenda and Judy Prater seconded. It passed.

**Public Comment Re: Agenda Items:** Tom McCarrell from Old National Bank was present to review the Wealth Management account of Tecumseh District Library. Each trustee and the director were given a folder with the portfolio information. Mr. McCarrell led the board through the details.

**Minutes from the January 17, 2017 Meeting: (see attached) Motion:** Matt Linke moved to approve the January minutes. Stan Legenc seconded. It passed. There were two corrections to wording clarifications.

**Treasurer's Report (see attached) Motion:** Matt Linke moved to approve the report that was submitted and it was seconded by Pam Bunch. It passed.

**Consent Agenda: (see attached) Motion:** Stan Legenc moved to accept the Consent Agenda. The motion was seconded by Deb Lawson and it passed.

**Friends Report (informational):** Gayle attended the meeting. The Friends have \$8554.05 in their account. They are having a March Madness book sale in March. They are working on building a free library that will be at the Carnegie Library. The Friends are working on a new website for the group. Friends of the Library of Michigan is offering a conference on March 23.

**Director's Report: (see attached):** Gayle reviewed her report with the board. No new information. Some discussion regarding the trustee elections that will be held in Raisin Township.

**Old Business:**

Thank you notes: Continued discussion of sending thank you notes to most recent donors to the TDL. Trustees will be sending thank you notes to the most recent donors, as sent to the trustees from Gayle. Trustees are taking the initiative to send thank you notes.

Homework: Working with Friends - The Friends and the library board must work together in the best interests of the library. Purpose of both is one in the same to advocate for the library. Discussion about having a meet and greet with Board and Friends to just chat and share, a get to know each other informal meeting. Possibly asking the Friends to have a representative attend the Board meetings.

Advocacy Report - Jane shared the notes from the Ad Hoc Advocacy meeting.

**New Business:**

Finance Policies Review - Discussion of Policy F-01 Operating #2, some outdated language will be reviewed.

State of the Library Report (see attached) - brief discussion about the report. It was well received. Average amount of patrons in the day for the library is 350.

**Homework Assignment:** Trustees need to complete the trustee self-evaluation prior to March 13, 2017.

**Public Comment Re: Non-Agenda Items:** Stan mentioned the SmartZone article in the local paper. There was a brief discussion.

Adjourned at 7:14PM

Next meeting will be Tuesday, March 21, 2017 at 5:30PM.

Respectfully submitted,

Carma Roesch

Approved at the March 21, 2017 meeting