

Approved ~~Proposed~~ Minutes
July 17, 2018
5:34PM-6:46PM
Tecumseh District Library

The July meeting of the Tecumseh District Library Board was called to order at 5:34PM by President Jane Poczatek. Roll call was taken. Trustees present were Pam Bunch, Heather Burdick, Stan Legenc, Matt Linke, Jane Poczatek, Judy Prater, and Carma Roesch. Also present was Library Director Susan Bach.

Approval of the Yearly Consent 2018-2019 Agenda - Pam Bunch motioned to approve the yearly consent agenda. Matt Linke seconded the motion.

Approval of the July 2018 Agenda - Heather Burdick motioned to approve the agenda. Stan Legenc seconded the motion.

Public Comment Re: Agenda Items: no comment

Minutes from the June 19, 2018 Meeting: (see attached) Motion: Judy Prater moved to approve the June minutes. Stan Legenc seconded and it was approved.

Minutes from the special budget meeting on June 19, 2018: (see attached) Motion: Stan Legenc moved to approve the special budget meeting minutes. Heather Burdick seconded and it was approved.

Treasurer's Report (see attached) Motion: Judy Prater shared information from the report. 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. Pam Bunch seconded and it passed.

Friends Report (informational): Judy Prater shared information from the Friends' meeting. \$444.95 came in from the last book sale. Table of Contents meeting soon to make more decisions. Friends' approved money for teen food and jig saw tournament, both are children's programs. Friends' are looking for more members. Anne is working on the Junior Friends' of the Library group.

Director's Report: (see attached): Susan shared more details regarding her report. Susan also shared information with the Board regarding the upcoming audit, which will be August 6-8, 2018.

Old Business:

Advocacy - Jane shared library programming with the Board. Members are encouraged to attend library events and wear their TDL Trustee name tags.

Gifts & Memorials - Thank you notes - Board members will continue to send thank you notes to those who have donated to the TDL.

By-Laws Review – Articles I-III - Jane reviewed ideas regarding some updates to the current ByLaws for the Board of the TDL. Articles I and II appear to be fine as written. Article III section 1 may need some updates using the template from the [Library of Michigan](#) and the Ann Arbor District Library. These items will be future action items using the AV equipment. Review Article IV for the August meeting.

Board Committee Structure - Using a similar structure that the Ann Arbor District Library (Article 6) uses for their Board Committee Structure. Wording would be proposed and decided on at a future meeting. Jane is going to review and get proposal ready for the board to become an action item. [Ann Arbor District Library Board of Trustee ByLaws](#)

Contract with Friends - Discussed during the Director's report.

Table of Contents event - theme, coordinator, generate assignments for the event. November 4, 2018 - Heather will be the coordinator. A theme was selected.

New Business:

Trustee Manual Proposed Changes - As a board, the TDL manual needs to be reviewed. This will occur after the ByLaws have been reviewed and approved. Review will include information from the [Michigan Public Library Trustee Manual](#).

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

Adjourned at 6:46PM

Next meeting will be Tuesday, August 21, 2018 at 5:30PM.

Respectfully submitted,
Carma Roesch
TDL Board of Trustees Secretary
Approved at the August 21, 2018 meeting