

Approved ~~Proposed~~ Minutes  
February 19, 2019  
5:30 PM - 7:35 PM  
Tecumseh District Library

The February meeting of the Tecumseh District Library Board was called to order at 5:30 PM by President Jane Poczatek. Roll call was taken. Trustees present were Pam Bunch, Heather Burdick, Matt Linke, Jane Poczatek, Judy Prater, and Carma Roesch. Also present were Library Director Susan Bach and guest Stan Legenc.

**Approval of the February 2019 Agenda -** Heather Burdick moved to approve the agenda. Pam Bunch seconded the motion. It passed.

**Public Comment Re: Agenda Items:** Stan Legenc made the comment that the agenda is nicely organized for the meeting.

**Minutes from the January 15, 2019 Meeting: (see attached) Motion:** Pam Bunch moved to approve the January meeting notes as adjusted. Heather Burdick seconded the motion. It passed.

**Minutes from the January 22, 2019 Special Meeting: (see attached) Motion:** Judy Prater moved to approve the January meeting notes as adjusted. Matt Linke seconded the motion. It passed.

**Interview - Stan Legenc - 5:30PM-6:28PM (see attached)**

**Treasurer's Report (see attached) Motion:** Judy reviewed her report with the Board. The Finance Committee notes were also discussed. Next month there will be more review of treasurer reports. Heather Burdick moved to accept the treasurer's report. Pam Bunch seconded the motion. It passed.

**Consent Agenda: (see attached) Motion:** Matt Linke made a motion to accept the consent agenda. Heather Burdick seconded. It passed.

**Friends Report (informational):** There was not a meeting in February.

**Director's Report: (see attached):** Susan shared more details regarding her report. The Hotspots are a huge success. The Board will review the policy for the Hotspots to discuss at the March Board meeting. On March 1, 2019, the library will have three Notaries on staff. Kate Pohjola Andrade from Woodlands will be guiding the Board through the Strategic Planning process.

**Old Business:**

**Advocacy -** no report

**Gifts & Memorials - Thank you notes -** Trustees are asked to continue writing thank you notes to donors.

**Operating Policies - 2nd reading of a motion to approve proposed changes to policies 01, 07, 013, and 013a -** Policy 01 second reading was approved as amended. Heather Burdick made the

motion and Pam Bunch seconded it. It passed. Policy 07 second reading was approved as amended. Matt Linke motioned to approve. Heather Burdick seconded it. It passed. Policies 013 and 13a second reading were approved as amended with one change Heather Burdick motioned to approve. Judy Prater seconded the motion. It passed.

**By-laws Sections II, III, and IV: 2nd reading of a motion to approve changes-** Second reading of Article II, membership and election. Matt Linke moved to accept amended Article II. Pam Bunch seconded the motion. It passed. Second reading of Article III, Powers and Duties of the Board. Pam Bunch moved to accept amended Article III Heather Burdick seconded the motion. Second reading of Article IV, Officers. Heather Burdick moved to accept amended Article IV. Judy Prater seconded the motion. It passed.

### **New Business:**

**Interview - Open Board Seat -** Discussion of candidates for the open Board seat. Matt Linke made a motion to offer the open Board seat to Lisa Hart. Heather Burdick seconded the motion. Carma Roesch took a roll call vote. Pam Bunch, aye; Heather Burdick, aye; Judy Prater, aye; Matt Linke, aye; Jane Poczatek, aye; Carma Roesch, aye. Motion passed. Phone calls to the candidates will be made by Jane Poczatek, Heather Burdick, and Susan Bach.

**Strategic Planning -** Kate Pohjola Andrade from Woodlands will be guiding the Board through the Strategic Planning process. This process will likely take place late Spring/early Summer.

**Public Comment Re: Non-Agenda Items:** Stan Legenc shared the story of his fall on the ice.

### **Other Business:**

Homework: By-laws Section V ~ Duties of Officers review at March meeting

Adjourned at 7:35 PM

Next regular meeting will be Tuesday, March 19, 2019, at 5:30 PM.

Respectfully submitted,  
Carma Roesch  
TDL Board of Trustees Secretary  
Approved March 19, 2019