Approved Minutes
August 19, 2025
Time: 5:30PM-6:21PM
Tecumseh District Library

The August meeting of the Tecumseh District Library Board was called to order at 5:30 PM by Vice-President Lisa Hart.

Reading of the mission and vision statements.

Roll call was taken. The Trustees present were Debbie Gilbey, Lisa Hart, Stacey Knepper, Dana Schumacher-Schmidt, Taylor Williams, and Sharon Wimple. Not present was Carma Roesch. Also present was Library Director Jordan Wright.

Public Comment: No public comment.

Approval of Minutes from the July 15, 2025 Meeting: Minutes were approved as presented.

Reports:
- **Director's Report (see attached):** Director Jordan Wright shared his report. In addition, Jordan noted that he is still in conversation with the library's insurance broker and one of the library's insurance providers regarding past coverage for qualifying employees.
- **Treasurer's Report (see attached):** Treasurer Debbie Gilbey presented the monthly report. The Finance Committee will meet on August 26.
    - **Motion:** Dana Schumacher-Schmidt moved to accept the August Treasurer's Report as presented. The motion was seconded. Voice vote taken. Motion passed.
- **Sunshine Committee Report:** The committee will provide a back-to-school breakfast for library staff on Monday, August 25.
- **Ad Hoc Human Resources Committee Report:** The committee will meet on September 2.

Unfinished Business
- **Continuing Education**
    - Nothing new to report.
- **Capital Improvements Committee**
    - The committee will meet again after the survey results come in.
- **Strategic Planning and Retreat**
    - Discussion of the Strategic Plan Document.
    - **Motion:** Debbie Gilbey moved to accept the Strategic Plan as presented. The motion was seconded. Voice vote taken. Motion passed.

Advocacy
- No updates this month.

New Business:

- **Proposed Security Camera Policy (see attached)**
  - Jordan presented a draft policy prepared by library attorney Ann Seurnyck. A second reading of the policy and discussion will occur at the September meeting.
- **Policy Revision F-07 Capital Asset (see attached)**
  - The auditors have recommended a small change to the policy based on new GASB standards. Jordan will compare criteria for capitalizing improvements in our policy with those at other local libraries. A second reading of the proposed revision will occur at the September meeting.
- **Consent Agenda:** Technology. Gifts & Memorials.
- **Friends Report (see attached)**
  - Books sales have been strong. Book donations are always welcome. On September 20, the Friends will host a Books and Bakes event. The Friends welcome donations of country-themed books for this event. Table of Contents is coming up on November 9.
- **Good of the Order**
  - Table of Contents will be discussed after adjournment.
  - Lisa thanked Jordan for partnering with Hidden Lake Gardens to host Pedal the Hills events throughout the summer.

Adjournment: The meeting was adjourned at 6:21 PM.

Next Meeting: September 16, 2025, @5:30PM

Submitted by:
Dana Schumacher-Schmidt, TDL Board Secretary