

~~Proposed~~ Approved Minutes

April 16, 2024

5:32PM - 5:54 PM

Tecumseh District Library

The April meeting of the Tecumseh District Library Board was called to order at 5:32 PM by 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, and Taylor Williams. Also present were Library Director Susan Bach, Ginger Poczatek, and Mary Ann Bone.

Not present: Judy Prater and Carma Roesch

Public Comment: No public comment.

Approval of Minutes from the March 19, 2024 Meeting: Dana will correct the minutes to reflect that the Semi-Annual Investment Report presented at the March meeting was for the period July through December 2023. The minutes were approved with this amendment.

Reports:

- **Director's Report (see attached):** Director Susan Bach shared her report.
- **Treasurer's Report (see attached):** The report will be presented at the May meeting.
- **Sunshine Committee Report:** The committee purchased treats for TDL staff from Tecumseh Bread and Pastry for National Library Week. The committee is planning a gift for Jennifer Crane for Administrative Professionals Day later this month and a picnic lunch for staff in the summer.

Unfinished Business:

- Director's Evaluation
 - Susan circulated her evaluation by email to the trustees prior to the meeting. Trustees should read the evaluation and share feedback with Lisa by April 22. Lisa will schedule an executive committee meeting to review the feedback. It will then be shared with Susan.
- Continuing Education
- Capital Improvements Committee
 - The committee's recent progress on restroom upgrades was included in the Director's Report. Committee member Taylor shared positive feedback on the process.
- Strategic Planning
 - The first meeting of the Strategic Planning Committee will be on April 20. The meeting is expected to go from 9:00 am until noon. Lunch will be provided by 3 Dudes & Dinner.

- Susan will circulate in advance the list of completed and planned capital improvement projects by email to everyone who will participate in the Strategic Planning session.

Advocacy:

- Judy Prater and Carma Roesch are participating in Michigan Library Advocacy Day in Lansing today, April 16. Trustees look forward to a report back from them at the May meeting.

New Business:

- Consent Agenda: Marketing, Technology; Gifts & Memorials.
 - No gifts were received for the month, which is not unusual for this time of the year.
 - The library will not host pop-ups at the Tecumseh Farmer's Market this summer because it was determined that it did not generate much further engagement with the library.
- Friends Report (see attached):
 - The Friends are looking into having a table at the Tecumseh Farmer's Market to recruit new members and get the word out about book sales and about the need for book donations.
 - Book donations are greatly appreciated.
 - Planning for this year's Table of Contents event is really coming together. The next meeting of the committee will be on May 6. The plan is to have 16 tables at the event, with 8 to 10 people at a table. Table themes should be based on a book or genre.
- Good of the Order
 - April is Volunteer Appreciation Month, and so Lisa expressed thanks to all TDL board members, Friends, and volunteers.

Adjournment: The meeting was adjourned at 5:54PM

Next Meeting: May 21, 2024, @5:30PM

Dana Schumacher-Schmidt, TDL Secretary