

Approved ~~Proposed~~ Minutes  
April 19, 2022  
5:30 PM - 6:06 PM  
Tecumseh District Library

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

Reading of the mission and vision statements.

Roll call was taken. The Trustees present were Debbie Gilbey, Lisa Hart, Jane Poczatek, Matt Linke, Judy Prater, Carma Roesch, and Dana Schumacher-Schmidt. Also present were Library Director, Susan Bach, Carolyn Feldkamp, and Gary Seguin.

**Approval of the April 2022 Agenda:** Jane Poczatek moved to approve the agenda. Judy Prater seconded the motion. The motion was approved and it passed.

**Public Comment Re: Agenda Items:** Carolyn Feldkamp asked if the upcoming millage renewal is on the agenda. It is.

**Minutes from the March 15, 2022 Meeting (see attached):** Carma Roesch moved to approve the March 15, 2022 meeting notes as amended. Dana Schumacher-Schmidt seconded the motion. The motion was approved and it passed.

**Treasurer's Report (see attached):** Judy Prater shared more information from the report. Jane Poczatek moved to approve the treasurer's report as presented. Dana Schumacher-Schmidt seconded the motion. The motion was approved and it passed.

**Approval of the March 2022 Consent Agenda:** The Programming Committee report was removed from the Consent Agenda. Dana Schumacher-Schmidt moved to approve the consent agenda as amended. Matt Linke seconded the motion. The motion was approved and it passed.

**Friends Report:** Susan Bach reported that the Friends had a successful Book Sale in April. They purchased two office chairs for the Reference Desk and 3 shelf units for the Children's section. There will be no Friends meeting in May.

**Director's Report: (see attached):** Susan Bach shared more details regarding her report. She met with representatives from Library Design about a new reference desk. If ordered now, it could be delivered in September.

**Unfinished Business:**

- Advocacy
  - Gifts and Memorials – Thank you notes – There were no donations in March.
- Continuing Education –
  - The United for Libraries 2-part webinar "Keeping Governance on Track" is now available on demand.
  - The MLA Conference is in October.

- Millage Discussion – The Board is looking to get started in the fall with the formation of the Ask Committee. Carolyn Feldkamp has made herself available and hopes to enlist former library board members.

**Public Comment Re: Non-Agenda Items:**

- Gary Seguin had a question regarding the Treasurer's Report. Judy Prater answered to his satisfaction.

**New Business:**

- The Director Evaluation Form is ready for Susan to complete for the May 17, 2022 meeting.
- Progress on the Trustee Goals was reviewed.
- Lisa Hart and Debbie Gilbey will meet to discuss strategy for monthly review of policies.

**Other Business:**

- Next Month:
  - Budget Revision Review; Proposed Budget Presented
  - Good of the Order – Date for Board Retreat tentatively set for October 29, 2022
  - Sunshine Fund – Dana purchased \$10 Gift Cards from Musgrove & Co for the staff for National Library Week and will get a gift for Jen for Administrative Assistant Day on April 27, 2022.

**Adjournment:** Dana Schumacher-Schmidt moved to adjourn the meeting at 6:06 p.m. Debbie Gilbey seconded the motion. The motion was approved and it passed.

**Next Meeting: May 17, 2022 @5:30PM**

Respectfully submitted,  
Debbie Gilbey, TDL Trustee Secretary