

Approved ~~Proposed~~ Minutes
December 21, 2021
5:30 PM - 6:35 PM
Tecumseh District Library

The December 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, Matt Linke, Jane Poczatek, Judy Prater, Carma Roesch, and Dana Schumacher-Schmidt. Also present was Library Director Susan Bach.

Approval of the December 2021 Agenda - Debbie Gilbey moved to approve the agenda as amended. Jane Poczatek seconded the motion. Programming report removed from the agenda. The motion was approved as amended and it passed.

Public Comment Re: Agenda Items: no public comment

Minutes from the November 16, 2021 Meeting (see attached) Motion: Judy Prater moved to approve the November meeting notes. Dana Schumacher-Schmidt seconded the motion. The motion was approved and it passed.

Treasurer's Report (see attached) Motion:

Judy shared more information from the report. Jane Poczatek moved to approve the treasurer's report. Matt Linke seconded the motion. It passed.

Approval of the consent December 2021 Agenda - Debbie Gilbey moved to approve the consent agenda as amended. Dana Schumacher-Schmidt seconded the motion as amended. Programming report pulled from the consent agenda. Programming meetings and reports will now be every other month. The motion was approved as amended and it passed.

Friends Report: (see attached): Current balance - \$13,593.17. \$395 from the book sale. Budget was approved for 2022. Discussed the "yes" committee for the millage coming up. Carolyn Feldkamp was going to be the Friends' Liaison for the TDL Board of Trustee meeting in December. Another Friend might come to future meetings.

Director's Report: (see attached): Susan shared more details regarding her report. Superior Services Roofing Company is going to do some repair work on the roof. Adrian Mechanical will be doing some work on the HVAC system. Susan worked with two MLIS students from Wayne State University for them to complete observation time. Some basic maintenance work will be taking place throughout the library. Working with Tecumseh Middle School as a safe spot for students should the need arise. Annual TDL Board retreat was held on December 11, 2021. COVID update - staff are asked to wear masks and it is appreciated if patrons wear masks while in the library. Programming at the library has been well attended in December. Big increase in banned books around the country.

TDL has strong policies in place regarding book challenges. Dec 22-28, 2021, Susan will be on vacation.

Old Business:

- Advocacy
 - Gifts and Memorials – Thank you notes are always appreciated.
- Board Retreat - Wrap up
 - Review of Drafted Goals for 2022
 - Review of Retreat notes
- Old National Bank Presentation recap - Finance Committee will look that report over in greater detail.
- Ad Hoc Committee for Capital Projects - Wednesday, January 12, 2022 @2pm

New Business:

- Public Relations Policies Reviewed
- Nominating Committee - slate of officers approved
 - President - Lisa Hart
 - Vice President - Carma Roesch
 - Secretary - Debbie Gilbey
 - Treasurer - Judy Prater
 - Sunshine Fund - Dana Schumacher-Schmidt
- Jane Poczatek moved to accept the slate of officer's ballot. Matt Linke seconded the motion. It was approved and passed.

Public Comments Re: Non-Agenda Items: no public comment

Other Business:

- Next Month: Materials and Circulation Policies reviewed; Election of Officers and swearing in of newly elected officers; Meeting date/time set; Appointments to Committees
- Friends of the Library Annual Meeting
- Good of the Order - Board Holiday get together
- Continuing Education
- Sunshine Fund - \$53.25 left from 2021. Trustees will contribute in January 2022.

Adjournment at 6:35 PM

Next Meeting: January 18, 2021 @5:30PM

Respectfully submitted,
Carma Roesch
TDL Trustee Secretary
APproved January 18, 2022