

Approved ~~Proposed~~ Minutes
September 20, 2022
5:33 PM – 6:49 PM
Tecumseh District Library

The September meeting of the Tecumseh District Library Board was called to order at 5:33 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, Carma Roesch, and Dana Schumacher-Schmidt. Trustee, Judy Prater, was absent. Also present were Library Director, Susan Bach; Carolyn Feldkamp; Stacey Knepper and Carol Racine.

Public Comment: Introductions were made. Stacey Knepper has placed her name on the ballot for Library Trustee.

Approval of Minutes from the August 16, 2022 Meeting (see attached): As no corrections were noted, the minutes stand as previously distributed.

Reports:

- **Audit:** Ailie Weaver, Manager, Maner Costerisan, presented the results of the annual audit. Ms. Weaver presented highlights of the Library's financial standing as of June 30, 2022. There were no findings; TDL is in excellent financial shape.
- **Director's Report (see attached):** Susan Bach shared more details regarding her report. Susan suggested that the parking lot should be seal coated. She will request a quote and bring it to the next Board Meeting. She also made a request to spend \$5,000.00 on a new reference desk for the Library. The Friends of TDL has donated \$8,000.00 for this purchase.

Motion: Jane Poczatek moved that Susan be allowed to spend \$5,000.00 on a new reference desk. The motion was seconded and it passed.

- **Treasurer's Report (see attached):** As no corrections were noted, the Treasurer's Report stands as previously distributed.
- **Sunshine Report:** Dana Schumacher-Schmidt is planning something for the staff around Halloween. She reported that it is time to replenish the Sunshine Fund. Plans for a holiday gathering with staff near the end of the year have been tentatively set for Friday, December 2nd or 9th.

Special Orders – Policy Review: Personnel policies (1-20) and Internet policies. No changes for the Personnel policies reviewed were found. Two changes to clarify wording were suggested for the Internet Policy. The changes will be made and presented for approval at the October 18, 2022 meeting.

Unfinished Business:

- Millage Discussion (**see attached**): The Board of Trustees discussed the draft of the enhanced “Why Vote Yes” message prepared by Dana Schumacher-Schmidt. The document provides a thorough picture of the Library’s offerings that can be used in preparing campaign literature. It will be shared with the TDL Ballot Question Committee (BQC).
- Continuing Education: Carma Roesch shared information about the MAME 49 Conference taking place in Ann Arbor in November.

Advocacy: Debbie Gilbey will share with the Trustees an ALA Public Policy & Advocacy email regarding federal funding for libraries.

New Business:

- Consent Agenda: Marketing, Programming, Technology, Gifts & Memorials.
TDL received \$2,834.83 in donations in August. Thank you notes will be sent by Trustees.
- Friends Report: The Friends made a donation of \$8,000.00 to the Library for the new reference desk and a \$250.00 donation to the TDL BQC. They will have a book sale on October 8th during Appleumpkin from 9:00 a.m. to 4:00 p.m.
- Good of the Order: Attendance at Staff Meetings; The Board Retreat – October 29, 2022, 9:00-11:00 a.m. Topic will be *Serving Community Needs*. Guest will be Wendy VanGeisen.

Adjournment: The meeting was adjourned at 6:49 p.m.

Next Meeting: October 18, 2022 @5:30PM

Debralee Gilbey, TDL Trustee Secretary