

Approved Minutes

March 19, 2014

Tecumseh District Library

5:30 PM to 5:55 PM

President Jay Samelak brought the meeting to order at 5:30 PM.

Those present were Trustees Deb Lawson, Stan Legenc, Matt Linke, Jane Poczatek, and Jay Samelak. Those absent: Carolyn Feldkamp, excused; and Chuck Gehrke, excused.

Also present: Gayle Hazelbaker, library director, and Debbie Gilbey, library administrative assistant.

Approval of the Agenda:

Motion: Stan Legenc moved and Debbie Lawson seconded to approve the agenda. Motion passed unanimously.

Public Comment: Agenda Items: None

Approval of Minutes:

Motion: Stan Legenc moved that the minutes of the February 12, 2014 meeting be approved. The motion was seconded by Matt Linke and it passed unanimously.

Treasurer's Report:

Correction Treasurer's Report: Number 2, Money Market balance as of 2/28/14 is \$1,655,382.28.

Motion: Stan Legenc moved to approve the Treasurer's report as amended. The motion was seconded by Debbie Lawson and it passed unanimously.

Consent Agenda:

Motion: Matt Linke moved to approve the Consent Agenda as presented. Stan Legenc supported the motion and it passed unanimously.

Friends Report: Jane Poczatek reported that the Friends met on March 10, 2014. They discussed plans for the Loren Estleman event to be held on April 25, 2014. There will be books available for purchase on the night. The Friends decided to move their Book/Garage sale to the first weekend in June. They also approved a \$200.00 donation for the TDL Staff Development Day to be held on May 9th.

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Director's Report: (see attachment) In addition, Gayle said the elevator repairman was here and repacked the hydraulic pump again and has ordered a new part for it. Stan asked about the launch of the new website. We have received positive feedback from patrons.

Old Business:

Strategic Plan: The contract is signed with Hartzell-Mika Consulting. Gayle reminded everyone that the dates for the community meetings are May 3, 2014 and May 10, 2014. Times are to be determined. Also, she sent an email to Trustees and Staff with a link to take a survey in preparation for the plan. Surveys are to be completed by March 31, 2014.

Policy F-10 Fund Balance: Debbie Lawson pointed out a typo in the first line of the policy. There was no further discussion

Motion: Jane Poczatek moved that Policy F-10 Fund Balance be approved as amended. The motion was seconded by Stan Legenc and was approved unanimously.

New Business:

Investment Report: Debbie Lawson reviewed the investment report. See Attached

Revision of Policy C-01:

Motion: Debbie Lawson moved that Policy C-01 be revised as presented. Matt Linke supported the motion and it was approved unanimously.

Public Comments Re: Non-Agenda Items: Karen Stoops attended the meeting and was glad to be here.

Trustee Comments Re: Non-Agenda Items:

- Stan Legenc brought in an article regarding upcoming local elections. Those trustees whose terms expire in November will need to register their candidacy in August if they choose to run for re-election.
- Trustee Conference Registration: the cut off to register is Friday, March 21, 2014 and it is being held in Canton. Gayle has re-sent the registration information and forms to the Trustees.

Adjournment: Motion: Matt Linke moved to adjourn the meeting. The motion was seconded by Debbie Lawson and it passed unanimously. Meeting adjourned at 5:55 PM

Next meeting will be April 9, 2014 at 5:30 PM.

Respectfully submitted, Debbie Gilbey, Administrative Assistant

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