

Library Board Meeting Minutes. February 20, 2020

In attendance: Emily Griffith, Bethany Nettleton, Lee Boerma, Barb Kaaikala, Nancy Parsons, Susan Draper, Dorothy Farrell. Absent: Roxie Poulsen Board vacancies: Pine Twp

Call to order 6:09 pm

1. Approval of Agenda. Dorothy Farrell moves to approve agenda. Barb Kaaikala seconds. All in favor.

2. Approval of Minutes. Barb Kaaikala moves to approve minutes as amended. Nancy Parsons seconds. All in favor. Amendments included a typo and the addition of current board vacancies of which is currently Pine Twp

3. Public Comment:

4. Correspondence: letter received by Linda Hawley. Letter was read by Emily Griffith who will respond with a follow up note acknowledging it was received and thank her for her correspondence.

5. Financial Report:

6. Committee Reports

Finance:

Policy:

Facilities:

Personnel:

7. Director's Report: see document provided. Discussion to have Bethany Nettleton contact local authorities regarding their accessibility to TDL in case of fire/emergency when library is closed.

8. Friends of the Library Report: See minutes provided. Mary Russell updated the board about upcoming Montcalm County Citizens of the Library meeting and the upcoming Muffin and Book Sale.

9. Old Business: County millage update: next meeting March 3, 2020 at 6pm Camburn St. in Stanton

10. New Business: Welcome new board member from Cato Twp, Susan Draper

a. Barb Kaaikala nominates Susan Draper for President. Nancy Parsons seconds. Roll Call Vote: Nancy Parsons, yes. Lee Boerma, yes. Barb Kaaikala, yes. Emily Griffith, yes. Dorothy Farrell, yes.

Emily Griffith nominates Barb Kaaikala for Vice President. Nancy Parsons seconds. Roll Call Vote: Nancy Parsons, yes. Lee Boerma, yes. Barb Kaaikala, yes. Emily Griffith, yes. Dorothy Farrell, yes.

b. Movement of money from line item 802: Lee Boerma moves to make these amendments. Nancy Parsons seconds. All in favor.

Line item 800- \$1000

line item 989- \$1000

11. Other Business:

a. Lee Boerma moves to remove Cathy Ackerson's authorization of signature from all documents and bills that occur/changed after February 3, 2020 because she has resigned as a Trustee of the Tamarack District Library as the Cato Township appointee. Barbara Kaaikala seconds. All in favor.

b. Nancy Parsons moves to add Susan Draper and Barb Kaaikala to all bank accounts. Emily Griffith seconds. All in favor.

c. Susan Draper noted that an existing motion made in December requiring board approval for Bethany Nettleton to give disciplinary action to staff will expire on March 1, 2020. Because no committees have met and the Policy manual revisions are not finished, Susan Draper moves to extend the motion to May 1, 2020 to give time for committees to meet. Barb Kaaikala seconds. All in favor.

d. Roxie Poulsen asked Susan Draper to discuss upcoming CD maturity. Barb Kaaikala moves to give Roxie Poulsen and Susan Draper authority to shop the interest rates and take action *at the bank with the best interest rates between Chemical Bank, Community First Credit Union, Mercantile Bank, or Isabella Bank and to establish an account at the chosen bank if necessary*. Dorothy Farrell seconds. All in favor.

12: Adjournment: Nancy moves to adjourn. Barb Kaaikala seconds. Meeting adjourned at 7:01pm.