

In attendance: Cathy Ackerson, Emily Griffith, Roxie Poulsen, Bethany Nettleton, Lee Boerma, Barb Kaaikala, Nancy Parsons, Dorothy Farrell. No absent board members. Pine Twp Trustee position vacant.

Call to order 6:33pm

1. Approval of agenda. Nancy Parsons moves to approve agenda. Emily Griffith seconds. All in favor.
2. Approval of Minutes from December 19, 2019. Barb Kaaikala moved to accept the minutes as amended. Nancy Parsons seconds. All in favor.
3. Public Comment:
4. Correspondence
5. Financial Report: January 2020 Board requests the Finance Committee see the reconciled bank statements quarterly. January, April, July, and October. Emily Griffith moves to move \$1000 from 802 to 989. Roxie Poulsen seconds. All in favor.
  - a. Approval of check register. Emily Griffith moves to approve the check registry. Roxie Poulsen seconds. All in favor.
6. Committee Reports
  - Finance: met earlier in the week.
  - Policy:
  - Facilities:
  - Personnel:
7. Director's Report: see document provided. Board welcomes Bethany Goodman (circulation assistant) and Robin Delamater (children's services coordinator) as new part time staff members In December 2019.
8. Friends of the Library Report: See minutes provided
9. Old Business:
  - a. Update on salary increase. Salaries were pro-rated.
10. New Business:
  - a. Discussion regarding our cleaning service. Bethany Nettleton will reach out to Luxury regarding the quality of the cleaning service.
  - b. County millage update: take notice of upcoming meetings and attend when you can.
  - c. Trustee training dates: February 20 6pm for board members available to attend.
  - d. Board decided to change our meeting time to 6pm from here on out.
  - e. Lee Boerma moves to remove Anita Diane Robson's authorization of signature from all documents and bills that occur/changed after January 16, 2020 because she has resigned as a Trustee of the Tamarack District Library as the Pine Township appointee. Dorothy Farrell seconds. All in favor. Pine Twp is actively looking for a new appointee. Cathy Ackerson is now President of the Tamarack District Library Board of Trustees.

Other Business: Additional correction to January 16, 2020 minutes will include adding the purpose for entering into Closed Session during December 19, 2019 meeting. Dorothy Farrell moves to approve amended December 19, 2019 meeting minutes. Nancy Parsons seconds. All in favor.

11. Public comment:

12: Barb Kaaikala moves to adjourn. Cathy Ackerson seconds. All in favor. adjournment 8:14 pm.