

**Tamarack District Library Board of Trustees Regular Business Meeting Official
July 20, 2023**

Regular Business Meeting Called to order at 5:03 pm by Sue Draper.

Attendance: Sarah Hutson, Gretchen Brewster, Laura Leppink, Jamie Gorby, Sue Draper, Sarah Johnson,
Deanna Riggleman – Director

Absent: Mike Rotter, Kathy Methner

Public: Pamela Feutz

Approval of Agenda: Sarah Hutson moved to approve supported by Gretchen Brewster. **Carried**

Approval of Regular Meeting Minutes from June 20, 2023: Jamie Gorby moved to approve the minutes supported by Laura Leppink. **Carried**

Public Comment (limited to 3 minutes per speaker): No public comment.

Correspondence: Greenville Area Community Foundation provided the Summary of Fund Activity. We have \$1,692.95 available to spend. A thank you card was sent from Thornapple LLC.

Financial Report: Sarah Hutson moved to accept the financials supported by Gretchen Brewster. **Carried**

Committee Reports:

- a. Finance- Report submitted
- b. Policy & Personnel- Did not meet
- c. Facilities- Did not meet

Director's Report: Questions, Comments: Report submitted

Friends of Library Report: No report was submitted.

Old Business: None

New Business:

1. **Officer Appointment:** Sue Draper nominated Sarah Hutson for President, Jamie Gorby for Vice President, and Laura Leppink for Secretary supported by Gretchen Brewster. (Gretchen Brewster will remain Treasurer.) **Carried**
2. **Approval of the 2022-2023 Final Budget:** Gretchen Brewster moved to balance the 2022-23 final budget with the following recommendations from the Finance Subcommittee: \$70,000 is allocated to Line 386.2 Outreach and the remaining balance is then allocated to Line 386.4 Building Fund supported by Jamie Gorby. **Carried**
3. **Annual Report:** Report submitted
4. **Pavilion Rental:** The Policy & Personnel Subcommittee will meet to continue further work on the pavilion's policies and rental agreement. The Board is encouraged to share input from the draft with the Director and the subcommittee.

5. **AC Compressor:** Sarah Hutson moved to fix the air conditioning with the quote from Lewis Bros. Inc. supported by Laura Leppink. This expense will come out of line item 813 Building Maintenance.

Carried

6. **Pavilion Audio:** Sue Draper moved to allow the Director to complete the audio installations in the pavilion up to \$10,000 supported by Sarah Hutson. This expense will come out of 386.4 Building Fund. Jamie Gorby opposed.

Carried

7. **Staff Meeting Closure:** Once a month, the library will be closed one hour earlier for a staff meeting.

8. **Director Annual Evaluation:** In September, the Director's Annual Evaluation will be reviewed.

Public Comment: Pamela Feutz is pleased that the recent lack of air conditioning will be addressed.

Questions, Comments, Concerns from Board: Library staff members will be present at Lakeview Community School's Open Houses and Back to Books event.

Adjournment: Sarah Johnson moved to adjourn at 6:15 pm supported by Gretchen Brewster.

Carried