

**Pentwater Township Library**  
**Regular Monthly Board of Trustees Meeting**  
**DRAFT MINUTES**  
**April 18, 2023**

**Call to order:** Meeting was called to order at 5:32 pm by Valerie Church-McHugh.

**Roll call:** Present – Joan LundBorg, Amber Jaeb, Valerie Church-McHugh, Kendra Flynn, Melissa Williams, and Jennifer Gwillim

Absent – none.

Also in attendance: Mary Barker, Director, Carol Feltes representing Friends of the Library, and Tina Friese from West Shore Bank.

**Approval of agenda:** Suggested that Carol be moved up to present after Tina. *Motion by Gwillim with support by LundBorg to approve the agenda as amended. Approved.*

**Approval of minutes:** *Motion by Gwillim with support by Flynn to approve minutes from the regular monthly board meeting on 3/21/23. Approved.*

**Treasurer's Report:**

Guest Tina Friese: presented on the types of account options available to the library through West Shore Bank. *Motion by LundBorg with support by Gwillim to maintain \$250 in the money market account with West Shore Bank while moving the rest into the checking account as needed. Roll call: LundBorg-yes, Jaeb-yes, Church-McHugh-yes, Flynn-yes Williams-yes, and Gwillim-yes. Approved*

**Continuing Business:**

Friends of PTL update: Carol presented on updates with Friends of the Library group. Having promotional materials (buttons, brochures) printed. 5/8/23 at 3:00 pm is the general membership meeting. Two activities are scheduled for the Friends group (book sale on 6/10/23 outside of the Library and the library open house on 6/12/23).

**Treasure's Report continued:**

March 2023 finance report submitted and presented by Williams, also was included in the packet. *Motion to approve report as presented by Flynn with support from LundBorg. Approved.*

West Shore Non-Corporate Resolution. *Motion to approve the non-profit resolution for Cetera Investments by Gwillim with support by LundBorg. Approved.*

**Approval of Bills:** *Motion by LundBorg with support by Williams to accept bills as paid as submitted. Approved.*

**Director's report:** Included in packet and was reviewed and presented by Mary Barker, Director.

**Committee reports:**

Personnel: none

Policy: reviewed 1<sup>st</sup> draft of Reviewing Challenge Policies presented and included in packet.

Finance: none

PR/Advocacy:

Village council meeting attended by Flynn, Township council meeting attended by Church-McHugh. Reminder that ALA letters have been shared to the board so they may be mailed to State and County representatives.

**Continuing business:**

Strategic plan update -

Millage consultant - Gwillim reached out Shirley Bursma who offered to attend a board meeting and talk to the board about millage. *Motion by Gwillim with support by LundBorg to move forward with inviting Bursma to a meeting.*

School election dates and personnel salaries – Flynn shared that Pentwater Public School will be moving forward with another bond, but no construction management company has been decided at this point. Flynn shared school salaries which she received from a current school teacher.

Zoning ordinance, signage – more to come.

**New business:**

Trustee trainings – Mary provided information on dates and times.

Spectrum internet – tech staff came out and found our connection speed to be too low.

We now will be paying less and getting a faster connection.

**Other business to come before the board:** May 16, 2023 is the next work session

**Public comment:** none

**Adjournment:** *Motion to adjourn by Jaeb with support from Church-McHugh. Approved.*

Adjournment at 7:29 pm.

Draft submitted: 4/25/23

Amber Jaeb, Secretary