

Pentwater Township Library Board
Regular Monthly Meeting
Minutes
08/16/2022

Call to Order: The regular monthly board meeting was held at the PTL and was called to order at 5:45 PM by Board President Kendra Flynn.

Roll Call: Present– Kendra Flynn, Valerie Church-McHugh, Jennifer Gwillim, and Joan LundBorg, Lissa Williams and Amber Jaeb.

Also Present: Mary Barker, Director PTL.

Approval of Agenda: Under Approval of Minutes add Approval of Work Session Minutes 08/02/2022. *Motion by LundBorg with support by Gwillim to approve the agenda as amended. Approved.*

Approval of the 07/19/2022 Board Meeting Minutes: Under Treasurer’s Report change \$504,862.15 on hand to \$504,862.15 in fund balances. Under Truth in Taxation change Friends of the Library to Shelby Friends of the Library. *Motion by Church-McHugh with support by Gwillim to approve minutes of 07/19/2022 as amended. Approved.*

Approval of the 08/02/2022 Work Session Minutes: *Motion by Church-McHugh with support by Flynn to approve the 08/02/2022 Work Session minutes as presented. Approved.*

Treasurer’s Report: Finance Reports included in packet. Church-McHugh reviewed the reports. *Motion by Gwillim with support by Williams to approve the August financial report as presented. Approved.*

Review of Bills Paid: *Motion by LundBorg with support by Church-McHugh to accept the bills paid from July 20, 2022 through August 16, 2022 as presented (\$8,921.54). Approved.*

Director’s Report & Stats: Report and stats in packet. Barker discussed her report.

- MDHHS has supplied more than \$20,000 in COVID tests.
- Pentwater Schools will be offering a Wellness Program for students and staff.
- Barker attended a special board meeting at MCDL continuing their strategic planning process.
- At the last virtual Director’s meeting there was discussion on the possible changes in minimum wage and sick days.
- Figure out a way to draw more local kids to our SRP and other events.

Committee Reports:

- **Policy Committee -**
 - Discuss Board Officer Succession Policy at the next work session and the place on September Board meeting agenda for action.
 - Whistleblower Policy – Tabled until next meeting.

- **Finance Committee –**
 - Committee is recommending that \$32,500 be invested in a 3-month Treasury Bill at 2.25% and \$32,500 in a 6-month Treasury Bill at 2.75% through West Shore Bank. *Motion by LundBorg with support by Jaeb to invest as recommended. Roll Call Vote: YES: Gwillim, Flynn, Church-McHugh, Williams, Jaeb and LundBorg. No: None. Approved.*
- **Personnel Committee –** No report.
- **Community Outreach/Advocacy –** No report.

Continuing Business:

- **Millage – Next Steps –** Discuss at next work session.
- **Building Maintenance –** No report.
- **Prioritize Objectives –** Discuss at next work session.

New Business: None.

Other Business to Come Before the Board:

- Flynn and Barker to investigate the impact on the library property if the Village becomes a City since the PTL's agreement is with Township.

Next Meeting: The next work session will be held on Tuesday, September 6th at 5:30 PM and the next regular PTL Board meeting will be held on Tuesday, September 20th at 5:30 PM.

Adjournment: *Motion by Gwillim to adjourn the meeting.* The meeting was adjourned at 7:10 PM.

Date: _____

Signed: _____

Joan T. LundBorg, Board Secretary