

Pentwater Township Library
Board of Trustee Regular Meeting
Draft Minutes
Tuesday August 20, 2024 @ 5:30 pm

Call to order: 5:32 by Valerie Church-McHugh

In attendance: Valerie Church-McHugh, Amber Jaeb, Jennifer Gwillim, Kendra Flynn,
Joan LundBorg, Nancy Peterson
Guests: Mary Barker, Director

Approval of Agenda: Motion by Church-McHugh to amend the agenda by moving action items up with support by Kendra. *Approved.*

Approval of Minutes: Motion by LundBorg with support from Gwillim. *Approved.*

Treasurer's Report: Motion by LundBorg with support from Gwillim. *Approved.*

Approval of Bills: Motion by Jaeb with support from Gwillim to approve bills as paid. *Approved*

New Business:

Board Member Resignation – Motion by Gwillim with support from Flynn to accept board member resignation. *Approved.*

Interim Board Member – Motion by Gwillim with support from Jaeb to approve Nancy Peterson as interim board member. *Approved.*

Election of New Treasurer – Motion by LundBorg with support from Jaeb to elect Kendra Flynn as interim treasurer through December 2024. *Approved.*

Oceana Libraries Agreement – Motion by Gwillim with support from Jaeb Oceana Libraries Agreement. *Approved.*

Annual Card Increase per year – Motion by Gwillim with support from LundBorg to approve an increase in cost of annual membership card to \$50 starting 9/1/24. *Approved.*

Director's Report: Presented by Mary, included in packet

Committee Reports:

Community Outreach/Advocacy – nothing to report

Township and Village Meetings – Valerie attended both.

Finance Committee – nothing to report

Personnel Committee -

Director job description/evaluation sample – will be discussing at work session. Job description included in packet to review.

Policy Committee

By-laws – filling vacancies – nothing to report

Created job description and director eval samples.

Continuing Business:

District Library Update

Meeting with Pentwater Township – Township signed a resolution to be a part of the planning committee.

Meeting with Pentwater School Board – Presented to the school board on 8/19/34. Discussed how to serve the out of district students.

Outdoor library sign – ongoing planning and discussions

Weare Township Service Contract – ongoing relationship building.

Michigan Class – nothing to report.

New Business:

Golden Township – discussed non-resident annual card options.

MMLL Conference – September 19, 2024 at Crystal Mountain

September work session or committee assignments

Howell garden project talks – Norm Shotwell

September library card sign up month press release

Accident 8/15/24

Other Business to come before the board: None.

Pubic comment: None.

Adjournment: 7:15

Draft submitted 8/21/24

Amber Jaeb, Secretary