

**Pentwater Township Library**  
**Regular Monthly Board of Trustee Meeting**  
**DRAFT MINUTES**  
**February 21, 2023**

**Call to order:** Meeting was called to order at 5:43 pm by Valerie Church-McHugh

**Roll Call:** Present Valerie Church-McHugh, Melissa Williams, Jennifer Gwillim, Amber Jaeb.

Absent – Kendra Flynn and Joan LundBoarg.

**Approval of Agenda:** *Motion by Williams with support by Jaeb to approve agenda as presented. Approved.*

**Approval of Minutes:** *Motion by Church-McHugh with support from Jaeb to approve minutes from the regular monthly board meeting on January 17, 2023. Approved.*

**Treasurer's report:** January finance report submitted by Williams and included in packet. Was presented by Williams. *Motion to approve report as presented by Gilliam with support from Jaeb. Approved*

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

**Director's report:** Included in packet and was presented by Director.

**Committee reports:** Nothing to report.

**Continuing Business:**

Strategic plan- Church-McHugh presented ideas for work session topics and discussion items.

Friends-Carol provided update on how the group is forming and establishing expectations. They will have a general meeting March and a more formal meeting in April.

Board trainings – Director gave reminder of board trainings available on Library of Michigan's website.

Michigan minimum wage raise increase – per Director, this has not happened yet.

**New business:**

Approval of budget FY24- *Motion to approve budget as presented by Gwillim with support by Church-McHugh. Roll call – Church-McHugh, yes, Williams, yes, Gwillim, yes, Jaeb, yes.*

Approval of salary increases- *Motion to approve salary increases as addressed in FY2024 budget presented by Gwillim with support from Williams. Roll call – Church-McHugh, yes, Williams, yes, Gwillim, yes, Jaeb, yes.*

Budget amendments FY23 – *Motion to approve FY2023 budget amendments as presented by Gwillim with support by Jaeb. Roll call – Church-McHugh, yes, Williams, yes, Gwillim, yes, Jaeb, yes.*

**Other business to come before the board:** Nothing to report.

**Public comment:** None

**Adjournment:** *Motion to adjourn by Jaeb with support from Williams. Approved.* Adjournment at 6:49 pm.

Draft submitted 2/22/23. Amber Jaeb, Secretary