

Pentwater Township Library  
Board of Trustee Regular Meeting  
Draft Minutes  
Tuesday January 28, 2025 @ 5:30 pm

**Call to order:** 5:30 by Valerie Church-McHugh

In attendance: Valerie Church-McHugh, Amber Jaeb, Jennifer Gwillim, Kendra Flynn, Joan LundBorg. Also in attendance: Mary Barker, Director. Absent: Elly Bainbridge.

**Consent agenda:** Motion by LundBorg with support by Gwillim. *Approved.*

**Meeting agenda:** Adding Finance report to agenda. Motion by Jaeb to approve agenda as amended with support by Flynn. *Approved.*

**Public comment on agenda items:** none

**President's Report:** Val attended Friends of the Library meeting. Val and Kendra attended the Village committee meeting.

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

**Committee Reports:**

Policy: Earned Sick Time Act Leave (ESTA)

Finance: Met this month, information shared within treasurer's report.

Personnel: Will share newly created director evaluation with board as soon as possible.

Director evaluation will be completed at beginning of the next fiscal year.

**Director's Report:** Presented by Mary and shared in packet.

**Continued Business:**

District Library process – First planning committee meeting was on 1/23/25. Next meeting will be 2/17/25 at 2:00 pm.

Budget FY 25/26 and Public Hearing scheduled for February 18, 2025 at 5:30 pm.

Strategic plan/action plan - nothing new discussed

Digital sign – on hold

Power Point presentation – nothing new discussed

Capital projects – purchase of a generator will be on hold as the community should and will likely be involved with a disaster/shelter plan.

**New Business:**

170<sup>th</sup> Anniversary will be celebrated on February 14, 2025 at 1:30-4:30 pm

Fat Tuesday PTCO party March 8, 2025. Library will sponsor a table.

**Public comments:** none.

**Adjournment:** Flynn with support by Jaeb. Adjourned at 6:38 pm.

Draft submitted 1/29/25

Amber Jaeb, Secretary