

Pentwater Township Library
Board of Trustee Meeting Regular Meeting
Draft Minutes

Tuesday June 18, 2024 @ 5:30 pm

Call to order: 5:34 pm by Valerie Church-McHugh

In attendance: Joan LundBorg, Jennifer Gwillim, Valerie Church-McHugh, Kendra Flynn,
Amber Jaeb (arrived at 5:40 pm)

Absent: Melissa Williams

Guests: Mary Barker, Director

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

Approval of May Minutes:

Board work session May 21, 2024: Motion by LundBorg with support from Gwillim.
Approved.

Special board meeting May 21, 2024: Motion by LundBorg with support from
Gwillim. *Approved.*

Treasurer's report: Finance report for April and May 2024 presented by Flynn and included
in board packet. Motion by Gwillim, with support from Jaeb to approve report.
Approved.

Approval of Bills: Presented by Mary, included in board packet Motion by Jaeb with support
from Flynn to approve bills as paid. *Approved.*

Director's Report: Presented by Mary. Included in board packet.

Committee Reports:

Community Outreach/Advocacy – nothing to report

Township and Village Meetings – nothing to report

Finance Committee – nothing to report

Personnel Committee – nothing to report

Policy Committee – nothing to report

Continuing Business:

District Library – Next Steps. Will present information at corresponding school and
township board meetings in July. Boards will look at moving forward to form a
resolution committee in August if it is decided to form a district library with these
two municipalities.

Meeting with school board – Church-McHugh and Gwillim met with
school superintendent and answered their questions. This issue will be on
the school board meeting agenda on 7/15/24.

Meeting with Pentwater Township – Church-McHugh and Gwillim met with Lynn from the Pentwater Township office and answered questions. Issue will be on the township board meeting agenda on 7/10/24.

Outdoor library sign – still getting information from a few sign companies for cost, design, and logistics.

Weare Township service contract – continuing to problem solve avenues to collect funds for 2023/2024.

Michigan Class – all set up but there has been no money moved into the account yet. Mary to follow up with Michigan Class on next steps to transfer funds.

New Business: Election of new treasurer – not at this time. Flynn will step in to share financial report that is developed from library staff.

July meeting: work session or committee assignments – no formal meeting or work sessions will be scheduled. Individual members will work on tasks.

Other business to come before the board: None.

Public comment: None.

Adjournment: Motion by Flynn with support from Gwillim. Adjourned at 7:11 pm

Draft submitted 7/11/24

Amber Jaeb, Secretary