

Pentwater Township Library Board
Regular Monthly Meeting
Minutes
3/15/2022

Call to Order: The regular monthly board meeting was held at the PTL and was called to order at 5:30 PM by Board President Kendra Flynn.

Roll Call: Present– Kendra Flynn, Valerie Church-McHugh, AmberJaeb and Jennifer Gwillim. Absent: Joan LundBorg and Melissa Williams.

Guests: Diane Sanford

Approval of Agenda as amended: *Motion by Church-McHugh with support by Jaeb to approve the agenda. Approved.*

Approval of the 02/15/2022 Budget Hearing Minutes: *Motion by Church-McHugh with support by Gwillim to approve minutes of 02/15/2022 as presented. Approved.*

Approval of the 02/15/2022 Board Meeting Minutes: *Motion by Jaeb with support by Church-McHugh to approve minutes of 02/15/2022 as presented. Approved.*

Approval of the 02/15/2022 Closed Session Minutes: *Motion by Gwillim with support by Church-McHugh to approve minutes of 02/15/2022 as presented. Abstained - Gwillim
Approved*

Treasurer's Report: Finance Reports included in packet. Church=McHugh reviewed the reports and is recommending the Board consider adding a Fund Balance Policy. *Motion by Flynn with support by Jaeb to approve the financial reports as presented. Approved.*

Budget Amendments: Recommended by Church=McHugh to add line items to address the following:

Grants

ARPA

Pentwater Jr. Women's Club

Motion by Gwillim with support by Jaeb to approve the financial reports as presented. Approved.

Roll Call: In favor - Jaeb, Church-McHugh, Gwillim, Flynn

Approved

Review of Bills Paid: Included in packet. *Motion by Church-McHugh with support by Jaeb to accept the bills paid from February 15 through March 15 as presented (\$3604.30). Approved.*

Director's Report: (Report included in packet)

Committee Reports:

- Discussion on Committee Duties and Descriptions - Moved to April meeting.
- Policy Committee
 - Reconsideration of Library Materials - 2nd Reading *Motion by Church-McHugh with support by Jaeb to approve the policy as presented **with the addition of a cover sheet.** Approved.*
 - Fraud Risk Management Policy - 1st Reading
 - Harrassment and Discrimination Policy - 2nd Read Moved to April

Continuing Business:

- **Council Meetings** - define roles
- **E-mail concerns** - Talk with Mark T
- **Consultant** - Determine end point for services
- **Investing in Bonds** - moved to May

New Business:

- **Certification of Population Report** included in packet
- MML emails from Sheryl Mase

Other Business to Come Before the Board:

- Strategic Planning - March 26 at 9:00a.m.
 - Current copy of Strategic Plan - Kendra
 - Review Goals
 - Develop Act Plan

To Do: Check for a list of policies from Library of Michigan

Next Meeting: The next regular PTL Board meeting will be held on Tuesday April, 19, 2022 at 5:30PM.

Adjournment: The meeting was adjourned at 6:30 PM.

Signed: _____

Jennifer Gwillim, Board Trustee