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.


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

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