

PENTWATER TOWNSHIP LIBRARY BOARD

Meeting Minutes

November 19, 2019

**Roll Call—Present:** Elaine LeTarte, Kendra Flynn, Joan LundBorg, Valerie Church McHugh, Nancy Peterson, Cynthia Maguire

**Also Present:** Mary Barker, Joan Wegner, Gayle Forner

The meeting was called to order at 5:00 p.m. by Kendra Flynn, President.

**Approval of Agenda:**

At Kendra Flynn's request, Joan LundBorg made a motion to accept the agenda, moving Gayle Forner to the beginning of the agenda. Valerie Church McHugh seconded the motion. The motion was approved.

**Personnel Committee: Retirement Policies—Gayle Forner Presentation:** Gayle Forner spoke to the board about retirement plans. There was some discussion, and the board will revisit retirement plans in December, 2019.

**Approval of the October 15, 2019, Minutes of the Regular Meeting**

Valerie Church McHugh moved to accept the minutes of the October 15, 2019, meeting with a typo correction of Gayle Forner's first name and a correction of spelling in the policy section, changing the word Energy to Emergency. Nancy Peterson seconded the motion. The minutes were approved.

**Treasurer's Report:** Elaine LeTarte reviewed the treasurer's report. Valerie Church McHugh moved to accept the treasurer's report, and Cynthia Maguire seconded the motion. The motion was approved.

**Review of Bills Paid:** Joan LundBorg made a motion to accept the review of bills paid. Elaine LeTarte seconded the motion. The motion was approved.

**Director's Report**

Mary Barker's report was reviewed by the board.

**Continuing Business**

- **Outdoor Project:** Kendra Flynn updated the board on progress regarding the outdoor project. Valerie Church McHugh made a motion to purchase the landscape plan in the amount of \$1500 from M. Larson's. Cynthia Maguire seconded the motion. Roll Call: Aye: Elaine LeTarte, Kendra Flynn, Valerie Church McHugh, Nancy Peterson, Cynthia Maguire. Nay: Joan LundBorg. The motion passed.

**New Business**

- The board decided that the Strategic Plan needs to be revisited in January.
- It was mentioned that the minimum wage will be raised soon.

**Other Business:** none

**Public Comment:** There were no public comments.

The meeting was adjourned at 6:15 p.m. by Kendra Flynn, President.

Respectfully submitted,

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Joan H. Wegner, Recording Secretary

Approved