

Pentwater Township Library Board
Regular Monthly Meeting
Minutes
10/18/2022

Call to Order: The regular monthly board meeting was held at the PTL and was called to order at 5:32 PM by Board President Kendra Flynn.

Roll Call: Present– Kendra Flynn, Valerie Church-McHugh, Jennifer Gwillim, and Joan LundBorg, Lissa Williams and Amber Jaeb.

Also Present: None

Approval of Agenda: Under Approval of Minutes change 08/16/2022 to 09/20/2022. *Motion by LundBorg with support by Church-McHugh to approve the agenda as amended. Approved.*

Approval of the 09/20/2022 Board Meeting Minutes: *Motion by Jaeb with support by Gwillim to approve minutes of 09/20/2022 as presented. Approved.*

Treasurer's Report:

- **Finance Reports** - Reports included in packet. Church-McHugh reviewed the reports. *Motion by Jaeb with support by Gwillim to approve the September financial reports as presented. Approved.*
- **Investment Resolution** – Questioned the timing of investing in bonds. Look into interest rates on CDs. Address the bond resolution and CD rates at the November 15, 2022 work session.

Review of Bills Paid: *Motion by Church-McHugh with support by Jaeb to accept the bills paid from September 19, 2022 through October 18, 2022 as presented (\$7821.62). Approved.*

Director's Report & Stats: Report and stats in packet.

Committee Reports:

- **Policy Committee** – Tabled.
- **Finance Committee** – Did not meet.
- **Personnel Committee** –
 - Meeting needs to be scheduled to discuss any the Director's annual evaluation and any changes needed to questions.
 - Need to address slate of officers for the upcoming year.
- **Community Outreach/Advocacy** –
 - Signed up for the Village/Township meetings for the rest of the year.
 - Township is setting up a community meeting to discuss impact of Pentwater becoming a city on Monday October 24th at 5:30 PM at Park Place.
 - Candidates for Library Board attended the candidate forum.

Continuing Business:

- **Millage/Village Plans for Forming City/Library Actions –**
 - Village has formed a citizens’ committee to look into becoming a City.
 - Need to know total impact on the PTL if Village becomes City.
- **Strategic Plan – Prioritize Objectives and Action Plan –** Discuss at next work session.
- **Halloween -**
 - Volunteers will be needed to set up, clean up and scaring.
 - RERO has Halloween books to distribute.
 - LundBorg to contact HAPL to learn about its free book display.

New Business: None.

Other Business to Come Before the Board:

- Discussed the need to remind patrons of upcoming programming via increased social media posts and emails in order to increase attendance.

Next Meeting:

- Meeting dates have been revised –
 - November 1 – Work Session to discuss Slate of Officers and Bond Resolution.
 - November 15 – Board Meeting. Discuss Resolution for Bonds and CD info.
 - December 6 – Board Meeting.
 - December 20 – No Board Meeting.
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The next work session will be held on Tuesday, November 1st at 5:30 PM and the next regular PTL Board meeting will be held on Tuesday, November 15th at 5:30 PM.

Adjournment: *Motion by Church-McHugh with support by Jaeb to adjourn the meeting.* The meeting was adjourned at 7:37 PM.

Date: _____

Signed: _____

Joan T. LundBorg, Board Secretary