

PENTWATER TOWNSHIP LIBRARY BOARD

Meeting Minutes

December 18, 2018

Call to Order at 5:00 p.m.

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

Absent: Nancy Peterson

Also Present: Mary Barker, Joan Wegner

Approval of Agenda:

Elaine LeTarte made a motion to accept the agenda. Valerie Church McHugh seconded the motion. The motion to approve the agenda was approved

Approval of the Minutes for November 11, 2018

Cynthia Maguire moved to approve the minutes of November 11, 2018, and Elaine LeTarte seconded the motion. The motion was approved.

Treasurer's Report of November, 2018

Elaine LeTarte reviewed the treasurer's report with the board. Valerie Church-McHugh made a motion to approve the Treasurer's Report of November, 2018, as presented. Cynthia Maguire seconded the motion. The motion was approved.

Review of Bills Paid

Elaine LeTarte made a motion to accept the list of bills paid as presented. Valerie Church McHugh seconded the motion. The motion was approved.

New Business:

- Election of Officers: Joan LundBorg made a motion to reinstate the current officers for another term of office. Cynthia Maguire seconded the motion. The motion was approved.
 - President: Kendra Flynn
 - Vice President: Valerie Church McHugh
 - Treasurer: Elaine LeTarte
- Annual Investment Report: Mary Barker reported on the annual investments for the year. Elaine LeTarte moved to accept the Annual Investment Report. Valerie Church McHugh seconded the motion. The motion was approved.
- Staffing in December: Mary Barker reported that even with illnesses, the library has been covered with at least two people always working during each shift.

Committee Report:

Policy Committee:

- Proposed Change to Bylaws—(First Read)
- Exhibit Spaces and Bulletin Boards Policy: Elaine LeTarte made a motion to accept the Exhibit Spaces and Bulletin Boards Policy. Cynthia Maguire seconded the motion. The motion was approved.

Director's Report

Mary Barker reviewed the December, 2018, Director's Report.

Continuing Business

- Library Design Associates (Chairs): Mary Barker had a discussion with Matt from Library Design Associates about the chairs. The board continued the discussion about the chairs being too large for the space. Kendra Flynn will contact Library Design Associates to determine what might be done about the chairs.
- Salary Schedules: Mary Barker distributed a spreadsheet of Michigan Class 1 library pay schedules. The Personnel Committee will take this information under advisement.
- Outside Project Planning: There was nothing to report at this time.

Other Business

- Mary Barker reported that the Youth Advisory Council of Community Foundation of Oceana County has agreed to partially pay for a Lego after-school program for our library.

Adjourn:

- Joan LundBorg made a motion to adjourn. Cynthia Maguire seconded the motion.

The meeting was adjourned at 5:53 p.m.

Respectfully submitted

Joan H. Wegner, Recording Secretary