

PENTWATER TOWNSHIP LIBRARY BOARD

Meeting Minutes

April 16, 2019

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

**Absent:** Joan LundBorg.

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

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

**Approval of Agenda:**

Cynthia Maguire moved to accept the agenda as amended, and Valerie Church McHugh seconded the motion. President Kendra Flynn announced the agenda was approved as amended, with the addition of auto books and class action suit to New Business.

**Approval of the March 19, 2019, Minutes of the Budget Hearing**

Valerie Church McHugh made a motion to accept the minutes of the March 19, 2019 Budget Hearing. Nancy Peterson seconded the motion. The motion was approved.

**Approval of the March 19, 2019, Minutes of the Regular Meeting**

Valerie Church McHugh made a motion to accept the minutes of the regular meeting held on March 19, 2019. Cynthia Maguire seconded the motion. The motion was approved.

**Treasurer's Report**

Treasurer, Elaine LeTarte reviewed the treasurer's report. Valerie Church McHugh made a motion to approve the treasurer's report. Nancy Peterson seconded the motion. The motion was approved.

**Review of Bills Paid**

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

**Director's Report**

Mary Barker reviewed the director's report and FY Stats.

**Committee Reports:**

*Policy Committee:*

1. Unattended Children Policy (Second Reading): Valerie Church McHugh moved to accept the Unattended Children dated April 16, 2019. Elaine LeTarte seconded the motion. The motion was approved.
2. Bylaws/Attendance at Board Meetings (Second Reading): Tabled until the May, 2019, meeting.

*Personnel Committee:*

1. Insurance Information: Valerie Church McHugh reported information on insurance for the director. There was some discussion about whether this benefit had been offered to previous librarians. No decisions were made.

**Continuing Business:**

- Outside Project Planning RFP: President Kendra Flynn shared information, updating the board. There was some discussion about restriping the parking lot before summer.
- Library Chairs: President, Kendra Flynn, talked to Matt about the chairs in question and decided to reach a mutual agreement. He did tell her that the size of the chairs was his company's mistake. There was some discussion about what the agreement might be.

**New Business:**

- Letter to Representative: table until the May meeting.
- Auto Books: Mary Barker presented information on Auto Books; through West Shore Bank, patrons could deposit money which would be directly placed into the library account without using any additional equipment. She will bring more information to the May meeting.
- Class Action Suit: Mary Barker informed the board that the library had received a refund check of about \$190, from a class-action suit related to problems with magazine subscriptions.

**Other Business:** There was no other business.

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

The meeting was adjourned at 6:00 p.m. by Kendra Flynn, President.

Respectfully submitted,

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Joan H. Wegner, Recording Secretary