

PENTWATER TOWNSHIP LIBRARY BOARD

Meeting Minutes

October 17, 2017

Location: Pentwater Township Library

**Roll Call:**

**Members Present:** Nancy Peterson, Elaine LeTarte, Cynthia Maguire, Kendra Flynn, Valerie Church McHugh, 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 the Agenda:** The agenda was approved, moving Steve Bass's presentation to the beginning of the meeting.

**Presentation by Steve Bass:** Steve Bass made a visual presentation of possible ideas for the landscaping project as "a beginning of the conversation."

**Approval of the September 12, 2017, Minutes**

A motion was made by Joan LundBorg and seconded by Cynthia Maguire to accept the September 12, 2017. The motion to accept the minutes was approved.

**Treasurer's Report of September, 2017**

The treasurer's report of September, 2017, was reviewed by Elaine LeTarte. Valerie Church McHugh made a motion to approve September, 2017, Treasurer's Report. Nancy Peterson seconded the motion. The motion was approved.

**Approval of Bills:**

Valerie Church McHugh made a motion to pay the bills as presented. Cynthia Maguire seconded the motion. Roll Call Vote: Aye—Nancy Peterson, Elaine LeTarte, Cynthia Maguire, Kendra Flynn, Valerie Church McHugh, & Joan LundBorg. The motion was approved.

**Director's Report & Stats:** Mary Barker presented the director's report and library stats.

**Committee Reports:** There were no committee reports.

**Continuing Business:**

- **Refresh Project Punch List:** The Punch List was distributed to the board.
- **Donor Recognition:** There was some discussion about using a digital recognition display program. Joan LundBorg and Mary Barker will research prices and whether other libraries in the state are using digital programs.
- **Friends of the Pentwater Township Library:** The Friends said that they will next meet in April to determine the status of that organization. The board decided to brainstorm for possible projects that might be done with the Friends.

**New Business:**

- **Shelby State Bank:** Elaine LeTarte moved that the principle and proceeds that mature on November 15, 2017, at Shelby State Bank be invested in a 12-month CD at Shelby State Bank. Cynthia Maguire seconded the motion. Roll Call Vote—Aye: Nancy Peterson, Elaine LeTarte, Cynthia Maguire, Kendra Flynn, Valerie Church McHugh, & Joan LundBorg the motion was approved.
- **Establishment of Endowment Fund:** The Friends of the Pentwater Township Library donated \$5,000 for a library endowment. Roll Call Vote—Aye: Nancy Peterson, Elaine LeTarte, Cynthia Maguire, Kendra Flynn, & Valerie Church McHugh. Joan LundBorg abstained. The motion was approved.

**Other Business:**

- Kendra Flynn reported that a workshop is coming up. She stated that the evaluation packet should be filled out, that Valerie Church McHugh would be sending an agenda, and that copies of the strategic plan would be available for everyone.

Meeting Adjourned at 6:25 p.m.

Respectfully submitted,

Joan Heckert Wegner