

PENTWATER TOWNSHIP LIBRARY BOARD

Meeting Minutes

November 20, 2018

Call to Order at 5:00 p.m.

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

Also Present: Mary Barker, Joan Wegner, Barbara Saunders Sims

Approval of Agenda:

Joan LundBorg made a motion to move the guest speaker, Barbara Saunders Sims, to speak after the approval of the regular minutes and to accept the agenda. Elaine LeTarte seconded the motion. The motion to approve the agenda, with the guest speaker being moved, was approved

Approval of Revised Minutes of September 18, 2018

Joan LundBorg moved to approve the revised minutes of the September 18, 2018; Cynthia Maguire seconded the motion. The motion was approved.

Approval of the Minutes for October 16, 2018

Valerie Church McHugh moved to approve the minutes of October 16, 2018, and Elaine LeTarte seconded the motion. The motion was approved.

New Business: United Way: Barbara Saunders Sims made a presentation to the board, requesting funds for a program she was championing. Mary Barker and the board president, Kendra Flynn, said the board could not donate money but that individuals could give if they chose to.

Treasurer's Report of October, 2018

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

Director's Report

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

Committee Reports

Policy Committee:

- Services for Patrons with Disabilities Policy (Second Read). Elaine LeTarte made a motion to accept the Services for Patrons with Disabilities Policy as presented, and Cynthia Maguire seconded the motion. The motion was approved.
- Exhibit Spaces and Bulletin Boards Policy (First Read).

Continuing Business

- Salary schedules were reviewed and discussed. Mary Barker said she would review and update job descriptions for each of the librarians.
- Outside Project Planning/Architectural Information (not landscaping): Kendra Flynn shared recommendations from Bert Stiphany. There was some discussion. No decisions were made.

Other Business

- Nancy Peterson shared that she would be leaving for Florida for three months and would not run for office again.

Public Comment:

- Joni Wegner mentioned that the local Pentwater Michigan Dunes DAR would be donating, to the library, a one-year subscription to a magazine, *The American Spirit*.

Adjourn:

- Cynthia Maguire made a motion to adjourn. Nancy Peterson seconded the motion.

The meeting was adjourned at 6:37 p.m.

Respectfully submitted

Joan H. Wegner, Recording Secretary