

PENTWATER TOWNSHIP LIBRARY BOARD

Meeting Minutes

October 15, 2019

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

Absent: Mary Barker

**Also Present:** Annette Rus, Joan Wegner

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

**Approval of Agenda:**

At Kendra Flynn's request, Valerie Church McHugh made a motion to accept the agenda, moving Annette Rus to the beginning of the agenda. Elaine LeTarte seconded the motion. The motion was approved.

**AFLAC Presentation:** Annette Rus distributed packets of information and made a presentation of the supplemental and voluntary offerings available through AFLAC.

**Approval of the September 17, 2019, Minutes of the Regular Meeting**

Joan LundBorg moved to accept the minutes of the September 17, 2019, meeting with a typo correction of Cynthia Maguire's name in Review of Bills Paid. Cynthia Maguire seconded the motion. The minutes were approved.

**Treasurer's Report:** Elaine LeTarte reviewed the treasurer's report and reported that the audit went well. Valerie Church McHugh moved to accept the treasurer's report, and Joan Lundborg seconded the motion. The motion was approved.

**Review of Bills Paid:** Elaine LeTarte made a motion to accept the review of bills paid. Cynthia Maguire seconded the motion. The motion was approved.

**Director's Report**

Mary Barker's report was reviewed by the board.

**Committee Reports:**

Personnel Committee:

- Retirement Policy: Valerie Church McHugh reported that the committee met and discussed retirement policies. Gale Forner will attend the November meeting to give information to the board.

**Committee Reports (continued)**

*Policy Committee:*

- Energy policy—2nd Reading: not ready
- Animals in the library: Cynthia Maguire moved to accept the new Animals in the Library policy. Elaine LeTarte seconded the motion. The motion was approved.

**Continuing Business**

- Kendra Flynn updated the board on progress regarding the outdoor project.

**New Business:**

- AFLAC—the consensus of the board was to inform the staff and see who is interested in pursuing insurance through AFLAC.
- Letter from Staff Member: Valerie Church McHugh made a motion to approve Tammy Hammerle's request for the week of December 16, 2019, off with no pay, contingent upon coverage. Elaine LeTarte seconded the motion. The motion was approved.

**Other Business:** none

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

The meeting was adjourned at 6:10 p.m. by Kendra Flynn, President.

Respectfully submitted,

---

Joan H. Wegner, Recording Secretary