

Pentwater Township Library
Library Board of Trustees Work Session
DRAFT Minutes
Tuesday, March 19, 2024

Call to order: 6:40 by Valerie Church-McHugh

In attendance: Joan LundBorg, Valerie Church-McHugh, Melissa Williams, Jennifer Gwillim, Kendra Flynn, Amber Jaeb.

Guests: Mary Barker, Director

Committee topics:

Finance – Lissa and Kendra

Jeff was articulate with information in Michigan CLASS Investments
The board will make a decision about investments at the April board meeting
(recommendation will be presented from Lissa and Kendra).

Personel – Jennifer and Amber

Director eval format – provided a sample but encouraging board members to watch a webinar from ALA: A Practical Guide to Evaluating the Library Director.
Will hold off on creating the new form until after the evaluation.

Policy – Joan

Zoom policy- Ann recommends we do not have any zoom meetings with board members online.
Any other policies to re-write – Joan asked Mary to let her know if there is anything needing attention.

Advocacy – Valerie

Reminded the board that it is part of our job as board members to provide advocacy within our community.
Brainstormed ideas on advocacy opportunities.

Overview for district library next steps – Jennifer and Valerie

Plans discussed for moving forward with the district library
Talking points provided by Ann for board members to share information with the public.
Presented by Jennifer

To do:

Make a decision about investing with Michigan CLASS (how much, which accounts)

Watch webinar

Zoom meeting policy to be updated

Kendra – looking into sign options for the library

Joan – talking to OCCOA

Book buggy and possibly an activity to be present at the elementary school dance

4/26/24

Reminder of the library open house 6/17/24, from 11am-1pm

Give feedback to Jennifer within 2 weeks regarding the district library formation talking points

Other: none

Adjournment: 8:07 pm

Draft submitted 3/24/24

Amber Jaeb, Secretary