

**Pentwater Township Library**  
**Board Work Session**  
**Minutes**  
11/01/2022

**Call to Order:** The Board Work Session was held at the PTL and was called to order at 5:35 PM by Board President Kendra Flynn.

**Roll Call Present:** Kendra Flynn, Joan LundBorg, Jennifer Gwillim, Lissa Williams, Amber Jaeb and Val Church-McHugh.

**Also Present:** Mary Barker, PTL Director

**Agenda:** Change Bond Resolution to Board Resolution. Motion by LundBorg with support by Jaeb to approve the agenda as amended. Approved.

**Work Session Minutes 2022 10 04:** *Motion by Church-McHugh with support by Jaeb to approve the minutes of the 2022 10 04 work session minutes.* Approved.

**Discuss Board Resolution:**

- Current CD rates are 3.8 for 3 months and 4.2 for 6 months.
- Check with Austin Garcia on current bond rates.
- By consensus the Committee will recommend moving forward with bond proposal and signing the resolution at our next Board meeting on December 6<sup>th</sup>.

**Strategic Plan – Address Prioritize Objectives and Action Plans:** Committee continued to work on Objectives and will address Action Plans at the January Board meeting. Bring ideas for actions for each objective to next meeting. Barker stated a new Trustee Manual by the LOM will be out soon.

- Facilities & Grounds -
  - Develop Long-term Plan for Grounds - Board
  - Outdoor Programming - Barker
- Fiscal Responsibility & Management -
  - Millage – Board
    - Discuss forming District
  - Funding Mechanism Transparency – Joint
    - Post budget online.
  - Budget Projects - Joint
  - Support Staff Development – Joint
  - Support of Board Development - Joint
- Community Involvement –
  - Friends of the Library - Barker
  - Work with School District – Barker

- Township/Village Meetings – Joint
  - Discussed reducing the number of meetings our Board members must attend.
  - Put on agenda for next Board meeting.
- Diversity and Inclusion Accessibility – Joint
- Community Walk-in Health Services (AED & NARCAN) – Joint
  - Review insurance
- Visibility to Community/Signage – Barker
  - Signage
  - Look into costs and limits.
  - Post events on Village sign.
  - Flyers
- Collaboration with Local Libraries - Barker
- Notes from PTL Trustees – Joint
  - Include topics from Board members in newsletter.
- Services -
  - Bookmobile Collaboration – Barker & Board
    - Work with area libraries.
    - Work with Great Start Collaborative.
  - Expand Library of Things - Barker
  - Delivery to Homebound - Barker
  - Website Update – Barker & Staff
    - Cannot do a lot with current template which only costs \$220 through LSTA and LOM.
  - Pre-school Service Programs – Barker
    - 3-year-old programs – Increase population

**Discuss Slate of Officers:** Needs further discussion. At this time not all trustees would like to be officers due to other commitments. Barker to send out more information on the Slate of Officers.

**Advocacy – New Ideas:** To be continued.

**Comments from Personnel Committee:**

- Committee is sending out staff evaluations on Nov. 7 with a return due date of Nov. 11. Recommends Director presents her goals at the Dec. 6 meeting. Barker does not think it can happen this quickly due to end of year obligations. Committee will come up with different plan.

**Adjournment:** Flynn adjourned the meeting at 7:03 PM.

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

Pending