

Pentwater Township Library
Board of Trustee Work Session
Draft Minutes
Tuesday October 15

Call to Order: 6:25 by Valerie Church-McHugh

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

Committee Work:

A. Personnel Committee

1. Director Job Description – reviewed, no changes made
2. Director Evaluation
 - a.) Template – discussed ideas, will submit changes for approval
 - b.) Timeline – end of March 2025
3. Slate of Officers for 2025 – discussed current officers and what member are interested in for 2025.

B. Finance Committee – date for next meeting TBD

C. Advocacy Committee

1. Library Power Point – reviewed by board
2. Digital Sign – on hold

District Library Update – awaiting decision from Weare Township to decide who will be their planning committee representative. Will determine date for planning committee meeting at a later time.

Discuss 2025 Meeting Calendar – Monthly regular board meetings every third Tuesday. No meeting in July.

Looking Ahead – Unfinished Projects

- A. Outdoor project
- B. Strategic Plan/Action Plan
- C. Other

Adjourn: 7:26 pm

Draft submitted November 21, 2024

Amber Jaeb, Secretary