

Jean Waterloo Lenox Township Library  
Board Meeting Minutes  
March 21, 2024

- I. Call to Order: The meeting was called to order at 6:02 pm by Daniel VanDeKerkhove.
- II. Roll Call:
  - a. Present: Adrienne Hilman, Pat Bruen, Daniel VanDeKerkhove, Melanie Cochrill and Beth Oakley
  - b. Absent: John Notte
  - c. Staff: Beth Bogaert
- III. Motion by Melanie to approve the agenda after adding item C. Fund Transfers to the Treasurer's report. Seconded by Beth O. and approved.
- IV. Public comments on agenda items: None.
- V. Secretary's report:
  - a. Motion to approve the Feb. 15<sup>th</sup> report by Pat and seconded by Adrienne. Approved unanimously.
  - b. Motion to approve the special meeting minutes of Feb. 23<sup>rd</sup> by Melanie. Seconded by Beth O. and approved unanimously.
- VI. Treasurer's Report:
  - a. Motion to approve treasurer's report by Pat. Motion seconded by Adrienne and approved unanimously.
  - b. Motion to approve payment of bills by Beth O., seconded by Melanie and approved unanimously.
  - c. Motion by Melanie and seconded by Daniel to move \$500,000 from PNC to Michigan Class - general fund. Passed unanimously.
- VII. Director's Report:
  - a. Library Happenings:
    1. Beth Bogaert reported that Jean Waterloo passed away on March 12<sup>th</sup>. Celebration of her life will be held on a later date at the library.
    2. The Easter Party will take place on April 6 from 12:00pm-1:30pm. The Easter Bunny will visit and there will be an egg hunt.

3. Two Money Smart programs will be held in April for Financial Literacy Month. One will be for kids on April 8<sup>th</sup> and one for teens on April 30<sup>th</sup>.
4. The library will be getting a 'best friend.' To help with social media marketing, we've put out a survey for patrons to decide what kind of best friend we'll have. Beth B. will make the new friend and the plan is to reveal our new best friend in the first two weeks of April.
5. Beth B. will be out of the office from March 22 - April 1.
6. We will be replacing the outside dropbox. It has become increasingly difficult to open and close due to wear and tear.

b. Outreach and professional development:

1. Casee attended Spring Institute from March 7<sup>th</sup>-9<sup>th</sup>. Upon return, she shared several display and youth programming ideas.
2. New Haven Elementary School offered to include promotional materials in their "Family Reading Night; Reading is Sweet" goody bags. They received 436 brochures and event calendars.
3. Beth B. attended a GSSEM Resource Meeting on March 20<sup>th</sup> to share library resources and services with local and regional girl scout leaders. She's also been attending weekly webinars to help better understand library millages.
4. Staff Inservice for the spring will be held on April 15<sup>th</sup>. NHFD will be holding a CPR Certification during the first half of the day.

VIII. President's Report

a. Old Business

- 1) Since acquisition of Harm property, we are looking at procuring additional adjacent property that is currently vacant, then getting it surveyed and developing a site plan.
- 2) 58954 Main Street was purchased at a cost of \$240,000.
- 3) We discussed Resolution #032124 regarding procurement of property@ 30460 Clark Street. Motion was made by

Melanie to approve the resolution. Motion was seconded by Beth and carried unanimously.

4) We discussed the property on Gratiot. It was moved by Melanie and seconded by Beth to approve Resolution #032124-B giving Daniel and Beth Bogaert authority to seek professional services to list the property for sale. Motion carried unanimously.

b. New Business: There was none ..

IX. Public Comments /Announcements - None

X Our next meeting is scheduled for April 18, 2024 at 6:00 pm.

XI. Motion to adjourn at 7:42 pm by Melanie. Seconded by Pat and carried.

Respectfully submitted,

*Pat Bruen*

Pat Bruen, Secretary