CORRECTED

Jean Waterloo Lenox Township Library
Board Meeting Minutes
June 17, 2022

I. Call to Order: The meeting was called to order at 6:05 pm by Adrienne Hilmon.

II. Roll Call:
   a. Present: Adrienne Hilmon, Virginia Hofman, Pat Bruen, Daniel VanDeKerkhove and Beth Bogaert
   b. Absent: Stephanie Martis

III. Approval of the agenda: A motion was made by Daniel and seconded by Pat to approve the agenda. Motion carried.

IV. Secretary's report: Minutes from the May meeting were reviewed. Motion made by Daniel and seconded by Virginia to approve the minutes as corrected. (Sylvia inadvertently noted as second when it should have been Virginia and inclusion of motion to move "Our Skin" to the non-fiction section of the library.) Motion passed.

V. Treasurer's report: Adrienne reviewed the report.
   a. A motion was made by Daniel and seconded by Virginia to accept the report. Motion carried.
   b. It was moved by Pat and seconded by Daniel to move $1,000 from tax tribunal to miscellaneous as suggested by Janice to cover the sign and staking of the Gratiot property. Motion carried
   c. Motion by Daniel and seconded by Pat to approve May bills. Motion carried.

VI. Director's Report
   Beth reviewed proposed salary increases. After some discussion it was moved by Daniel and seconded by Virginia that salaries by increased by 4% for Beth Bogaert, Beverly Summers, Casee Talley-Hill and Lynn Couck and provide a 2-step raise for Dawn Lochridge in view of her increased responsibilities. Motion carried.
   It was moved by Daniel and seconded by Pat to renew all staff vacations to coincide with the fiscal year. Motion passed.
   It was moved by Pat and seconded by Daniel that for this period only vacation time for 2021/2022 be rolled over to the 2022/2023 fiscal year

so that no vacation time is lost as we changed vacation time from date of hire to the fiscal year.

VII President's Report

   a. Old Business

      i) It was moved by Daniel and seconded by Pat that $500,000 be moved from PNC checking to MI Class captioned General Fund. Motion carried.

      ii) Beth was unable to get trees removed from the property so that the fence can be installed. She will meet with Axpert Tree Service and will contact a few others for estimates to get this scheduled.

      iii) Beth tried checking with the township clerk regarding the potential of a town hall meeting or being added to the agenda of a regular meeting. Issue tabled until September meeting.

      iv) We reviewed 2 Ethics Statements. It was moved by Pat and seconded by Daniel to adopt the Ethics Statement for Public Library Trustees after removing the 6th bullet point from the statement. Motion was passed.

      v) Motion was made by Daniel and seconded by Pat to adopt the following format for our agenda: 1) Call to Order 2) Roll Call 3) Approval of the Agenda 4) Public Comment on Agenda Items 5) Secretary's Report 6) Treasurer's Report 7) Director's Report 8) President's Report 9) Public Comments/Announce-ments 10) Next Meeting 11) Meeting Adjournment. Motion carried.

   b. New Business

      i) Motion by Daniel and seconded by Pat to have a letter sent to trustee Martis regarding her membership on the Board. Motion carried. Adrienne will send a Certified Letter to Ms. Martis.

      ii) We received a letter from Beth Oakley regarding the opening on the Library Board. Beth was in attendance and invited to introduce herself to the board. She then left the meeting so that we could evaluate her qualifications and interest. Adrienne made a motion to appoint Beth to fill the vacancy. Motion was seconded by Daniel and unanimously passed.

    iii) Summer meetings will be called if necessary

VIII Public Comments – none at this time

IX Our next meeting is scheduled for September 16th at 6:00 pm.

X Motion to adjourn at 8:29 pm by Adrienne. Seconded by Daniel and passed.

Respectfully submitted,

Pat Bruen

Pat Bruen, Secretary