



Regular Meeting of the White Lake Library Board of Trustees

Held at White Lake Township Library, June 26, 2024

Call to Order - The June 26, 2024, regular meeting of the White Lake Township Library Board of Trustees was called to order by Vice President Richard McGlew at 6:45 pm.

Pledge of Allegiance

Roll Call - President Jennifer Schulz (departed meeting 8:50), Vice President Richard McGlew, Secretary Karen Wyns, Treasurer Gwendolyn Newton, and trustees Eric Shotwell and Carie Francis present. Director April Stevenson and Assistant Director Amy Rosen in attendance.

Approval of the Agenda - Motion to approve the agenda as presented, made by Carie Francis and seconded by Gwendolyn Newton. Motion carried. (5 yes votes)

Public Comments - None

Presentations - None

Approval of the Minutes -

- Motion to approve the May 22, 2024, regular meeting minutes as written, made by Eric Shotwell and seconded by Karen Wyns. Motion carried. (5 yes votes)

Officer Reports

- President's Report - None.
- Vice President's Report - None.
- Secretary's Report - None.
- Treasurer's Report -
 - Gwendolyn Newton presented the June 2024 financial statements and bills. Motion to accept the bills for payment as presented, made by Gwendolyn Newton and seconded by Karen Wyns. Motion carried. (5 yes votes)
 - Motion to transfer the CDAR (maturity date: 08/15/2024) at Flagstar Bank with a value of \$200,000 plus interest earned, to the Sweep account at Flagstar Bank made by Gwendolyn Newton and seconded by Carie Francis. Motion carried. (5 yes votes)

Library Director's Report - The report was received and placed on file.

Committee Reports

- Finance Committee - Report presented by Gwendolyn Newton and placed on file.
- Strategic Planning Committee - Report presented by April Stevenson and placed on file.
- Policy Committee - Report presented by Eric Shotwell and placed on file.
- Building Committee - Report provided by Jennifer Schulz and placed on file.


New Business -

- Public Policy 1B Holidays review.
 - Motion to remove Veterans' Day from I. Administrative Policies; 1B. Holidays, made by Karen Wyns and seconded by Gwendolyn Newton. Motion carried. (5 yes votes)
 - Motion to remove President's Day from I. Administrative Policies; 1B. Holidays and replace it with one (1) library designated holiday, made by Karen Wyns and seconded by Gwendolyn Newton. Motion carried. (5 yes votes)
- Updated Public comment Policy review and Resolution to Adopt. Motion to approve the Policy for Public Comments at Meetings as revised by the attorney to replace 1M. Public Participation at Library Board Meetings made by Carie Francis and seconded by Eric Shotwell. Motion carried. (5 yes votes)
- Fund Balance Policy review. Discussion to continue at the next meeting.
- Record Retention Policy review. Motion to adopt the Record Retention Policy as written to be added to the Policy Book, made by Gwendolyn Newton and seconded by Eric Shotwell. Motion carried. (5 yes votes)
- Confidentiality Policy review. Discussion to continue at the next meeting.
- Annual Library Closure Calendar review. Motion to remove President's Day as a closure day and add July 5, 2025 as a closure date, made by Gwendolyn Newton and seconded by Eric Shotwell. Motion carried. (4 yes votes)

Old Business - None.

Adjournment - Motion to adjourn the meeting made by Gwendolyn Newton and seconded by Karen Wyns. Motion carried. (4 yes votes) Meeting adjourned at 8:53 pm.

The next Regular Meeting of the White Lake Library Board of Trustees is scheduled for Wednesday, July 24, 2024, at 6:45 pm at the White Lake Township Library Gathering Place.



Minutes prepared by
Karen Wyns
Library Board Secretary