

Approved ~~Proposed~~ Minutes
August 20, 2019
5:34 PM -6:36PM
Tecumseh District Library

The August meeting of the Tecumseh District Library Board was called to order at 5:34 PM by President Jane Poczatek. Roll call was taken. Trustees present were Heather Burdick, Pam Bunch, Lisa Hart, Matt Linke, Jane Poczatek, and Carma Roesch. Also present was Library Director Susan Bach. Judy Prater was absent.

Reading of the mission and vision statements.

Approval of the August 2019 Agenda - Heather Burdick moved to approve the agenda as amended. Lisa Hart seconded the motion. It passed.

Public Comment Re: Agenda Items: no public comment

Minutes from the July 16, 2019 Meeting (see attached) Motion: Heather Burdick moved to approve the July meeting notes. Pam Bunch seconded the motion. It passed.

Treasurer's Report (see attached) Motion: Heather Burdick moved to approve the Treasurer's Report. Matt Linke seconded the motion. It passed. A brief discussion regarding the new investment with TLC.

Consent Agenda: (see attached) Motion: Lisa Hart made a motion to accept the consent agenda. Heather Burdick seconded. It passed.

Friends' Report (informational): \$300 made in the last book sale. Friends' is working on the Table of Contents that will be November 3, 2019.

Director's Report: (see attached): Susan shared more details regarding her report. \$40,782.45 check received for penal fines, about \$5000 less than last year. The annual audit was performed and went smoothly. A FOIA request was made. Discussion about vacation days policy. Susan attended the Woodlands meeting on August 15th. She shared information regarding a digitization station. Library system upgrade went well. Website upgrade meeting is August 21st.

Old Business:

Advocacy – Keep supporting libraries.

Gifts & Memorials - Thank you notes – Thank you to the anonymous donor

Strategic Planning: September 14, 2019, 9-12 meeting to finalize the plan. Trustees need to have the notes from Kate for the meeting on the 14th.

New Business:

Board Retreat Planning- November 16, 2019

- Board self-evaluation, round II
- Strategic plan

Fund Balance Classifications and Fund Balance Policy - Short discussion regarding these policies in preparation for next month's audit review.

Public Comment Re: Non-Agenda Items: None

Other Business:

- Next Month:
 - Personnel and Internet Policies
 - By-Laws Article VI - Meetings

Fall get together will be following the retreat on November 16 at Jane's house.

Adjourned at 6:36PM

Next regular meeting will be Tuesday, September 17, 2019, at 5:30 PM

Respectfully submitted,

Carma Roesch

TDL Trustee/Secretary

Approved September 17, 2019