

Approved ~~Proposed~~ Minutes
July 20, 2021
5:30 PM - 6:49 PM
Tecumseh District Library

Reading of the mission and vision statements.

The July meeting of the Tecumseh District Library Board was called to order at 5:30 PM by President Heather Burdick. Roll call was taken. The Trustees present were Heather Burdick, Debbie Gilbey, Lisa Hart, Matt Linke, Jane Poczatek, Judy Prater, and Carma Roesch. Also present were Library Director Susan Bach, former Library Director Gayle Hazelbaker, Anne Walker, Shirley Bruursema, and Dana Schumacher-Schmidt.

Approval of the July 2021 Agenda - Debbie Gilbey moved to approve the agenda. Judy Prater seconded the motion. Motion was approved and it passed.

Public Comment Re: Agenda Items: no public comment

Minutes from the June 15, 2021 Meeting (see attached) Motion: Lisa Hart moved to approve the June meeting notes. Debbie Gilbey seconded the motion. Motion was approved and it passed.

Minutes from the special June 15, 2021 Budget Meeting (see attached) Motion: Jane Poczatek moved to approve the June budget meeting notes. Debbie Gilbey seconded the motion. Motion was approved and it passed.

Treasurer's Report (see attached) Motion: Judy shared more information from the report. Lisa Hart moved to approve the treasurer's report. Debbie Gilbey seconded the motion. It passed.

Old Business:

- **Millage - Informational: former millage committee members were present at the meeting to share information about past millages that have passed in the community.**
 - Mrs. Shirley Bruursema shared guidelines about running a millage campaign. Preferred date for millage is August. If the millage were to fail in August, it would then be put out again in November. TDL will need to decide if this is a renewal millage or a new millage? What else is involved in the millage? Renewals are easier to plan. May 2022 might be the only option for this to be on a ballot if the state votes to change election laws currently in place.
 - Core members consist of those interested from the library, Friends' group, etc. The Vote Yes Committee usually consists of 6-8 people on the committee. Subcommittees are formed from that group. Nothing can be printed or stored at the library pertaining to the millage.
 - The Information committee can share information at the library.
 - What kind of campaign we want to do should be decided soon. A timeline should be set and committees established.
 - The Friends and local businesses who support the library would be a good place to start with fundraising.

- Previous millage committee members shared information about good places to begin the campaign.

Approval of the consent July 2021 Agenda - Jane Poczatek moved to approve the agenda as amended. Debbie Gilbey seconded the motion. Take programming off the agenda as there was not a programming report. Motion was approved as amended and it passed.

Friends Report: (see attached): \$928 was made at the large book clearance sale. August 7, 2021, will be the next book sale. \$10,251.19 is the Friends' balance.

Director's Report: (see attached): Susan shared more details regarding her report. Annual audit will be the last week in July. Pop up libraries will continue at the Farmer's Market each month. Ancestry Library has been offering remote access for libraries. Summer reading has been going well with 116 children enrolled. Tween and teen programs are not as high, but going well. Programming schedule for the fall is very full including an evening book club. Pierce Houston, the new Teen Librarian, will be attending the MS and HS open houses to promote the library. History room is getting a make-over. Adrian Mechanical will be putting in the new unit that will supply heating and cooling to the history room to maintain an even temperature for the items in the room. This project should be completed in mid/late August. This is an item from the Strategic Plan that will be completed.

Old Business:

- Advocacy
 - Gifts & Memorials Thank you notes
 - ALA Annual Conference – Follow-up
- Strategic Plan update - new heating and cooling unit for the history room.
- Trustee Goals update
- Continuing Education: United for Libraries Short Takes for Trustees – *Strategic Planning*

New Business:

- Approval of Library Closing Dates for 2021-2022 – Addition of Juneteenth federal holiday
 - Debbie Gilbey moved to approve the 2021-2022 library closing dates. Matt Linke seconded the motion. Motion passed.
- Yearly Consent Agenda approved
 - Jane Poczatek moved to accept the yearly consent agenda format. Lisa Hart seconded the motion. Motion passed.
- Annual By-Law Review - no changes at this time
- Vote to accept Lisa Hart, Board Vice-President, to fill the office of Board President
 - Matt Linke moved to approve having Lisa Hart fill the position of TDL Board President. Debbie Gilbey seconded the motion. Motion passed.
- Nomination and vote to fill the office of Board Vice-President
 - Heather Burdick moved to nominate Jane Poczatek to fill the TDL Vice President position. Lisa Hart seconded the motion. Motion passed.

Public Comments Re: Non-Agenda Items - Dana shared that she was happy to be attending the meeting and looks forward to learning more.

Other Business

- Good of the Order: Board Get-together - Sunday, August 29, 2021, at Jane's house, time TBD.
- Sunshine Fund: Staff "Picnic" - August 18, 2021
- The Executive committee will be meeting soon. Lisa will be sending out an email soon.

Adjournment at 6:49 PM

Next Meeting: August 17, 2021

Respectfully submitted,
Carma Roesch
TDL Trustee Secretary
Approved August 17, 2021