

Approved ~~Proposed~~ Minutes
August 21, 2018
5:32 PM - 7:09 PM
Tecumseh District Library

The August meeting of the Tecumseh District Library Board was called to order at **5:32PM** by President Jane Poczatek. Roll call was taken. Trustees present were Heather Burdick, Stan Legenc, Matt Linke, Jane Poczatek, Judy Prater, and Carma Roesch. Also present was Library Director Susan Bach. Trustee Pam Bunch was absent.

Approval of the August 2018 Agenda - Jane Poczatek made a motion to include a Building and Grounds report in the consent agenda, pulled out to be discussed. Stan Legenc motioned to approve the agenda as amended. Heather Burdick seconded the motion. It passed.

Public Comment Re: Agenda Items: no comment

Minutes from the July 17, 2018 Meeting: (see attached) Motion: Matt Linke moved to approve the July minutes. Judy Prater seconded and it was approved.

Treasurer's Report (see attached) Motion: Judy Prater shared information from the monthly and bi-annually reports. Stan Legenc motioned to approve the monthly treasurer's report. Matt Linke seconded and it was approved. Heather Burdick moved to accept the bi-annual report. Matt Linke seconded the report. It was also approved.

Consent Agenda: (see attached) Motion: Jane motioned to approve the consent agenda as amended with the building and grounds report pulled. Stan Legenc seconded and it passed.

Building and Grounds Report: Matt Linke shared information regarding the conditions of the road signage and the HVAC that need to be addressed in the near future. Another condition to review is the historical room and it's temperature variance. The shed needs a new coat of paint.

Friends Report (informational): Judy Prater shared information from the Friends' meeting. \$288.60 came in from the last book sale. Table of Contents meeting soon to make more decisions. Three Dudes will be providing the meal.

Director's Report: (see attached): Susan shared more details regarding her report.

Old Business:

Advocacy - MLA email from Jane Poczatek to promote for libraries; TDL events to attend.

Gifts & Memorials - Thank you notes - Board members will continue to send thank you notes to those who have donated to the TDL.

By-Laws Review – Articles I-III - The Board reviewed the policies and compared language to that of the Ann Arbor District Library and TDL Trustee Manual.

Board Committee Structure - Ongoing discussion and a work in progress to be discussed in September.

Contract with Friends - Friends' space for \$1 per year. Contract for this is in the process. Once completed, it will be brought to both the Board and the Friends' for approval and signing.

Table of Contents event - Heather Burdick shared an update for the TDL table at the event.

New Business:

By-laws Review: Article IV - The Board reviewed some possible changes to Article IV. This will be continued in discussion in the months to come.

September Meeting - Motion was made by Stan Legenc to change the September meeting from September 18, 2018 to September 11, 2018 at 5:30PM. Seconded by Heather Burdick. It passed.

Public Comment Re: Non-Agenda Items: no public comments

Other Business:

1. The Tecumseh Herald is holding some workshops with information for those serving on non-profit boards. Trustees are encouraged to attend if possible.
2. Welcome reception for Susan is now in the beginning planning stages.
3. Sunshine committee report from Heather Burdick - October 8 Friends' meeting.

Adjourned at 7:09PM

Next meeting will be Tuesday, September 11, 2018 at 5:30PM.

Respectfully submitted,
Carma Roesch
TDL Board of Trustees Secretary
Approved September 11, 2018