

Approved Proposed Minutes
November 17, 2020
5:39 PM - 6:56 PM
Tecumseh District Library - Zoom meeting

Reading of the mission and vision statements.

The November Zoom meeting of the Tecumseh District Library Board was called to order at 5:39 PM by President Jane Poczatek. Roll call was taken. The Trustees present via Zoom were Pam Bunch from Tecumseh, Lenawee, Michigan; Heather Burdick from Tecumseh, Lenawee, Michigan; Lisa Hart from Tecumseh, Lenawee, Michigan; Matt Linke from Raisin Twp., Lenawee, Michigan; Jane Poczatek from Tecumseh, Lenawee, Michigan; Judy Prater from Tecumseh, Lenawee, Michigan; and Carma Roesch from Tecumseh, Lenawee, Michigan. Also present were Library Director Susan Bach and Debbie Gilbey, who will be a new Trustee in January.

Approval of the November 2020 Agenda - Heather Burdick moved to approve the agenda. Lisa Hart seconded the motion. Some amendments were made to the agenda. Motion was moved as amended by Heather Burdick and seconded by Lisa Hart. Roll call vote was taken and it passed.

Public Comment Re: Agenda Items: no public comment

Minutes from the October 20, 2020 Meeting (see attached) Motion: Heather Burdick moved to approve the October meeting notes. Judy Prater seconded the motion. Roll call vote was taken. It passed.

Treasurer's Report (see attached) Motion: Judy shared more information from the report.

Judy Prater moves that the Director makes arrangements to re-invest the principle of the initial CD at TLC in the amount of \$250,000 for the most financially advantageous outcome. The interest accrued on the initial CD will be deposited into the ICS account at Premier Bank. The interest rate on the new CD must be higher than the current ICS account at Premier Bank. If the interest rate is not higher, then all funds will be deposited into the ICS account at Premier Bank. Pam Bunch seconded the motion. Roll call vote was taken. It passed.

Lisa Hart moved to approve the treasurer's report. Heather Burdick seconded the motion. Roll call vote was taken. It passed.

Approval of the consent November 2020 Agenda - Pam Bunch moved to approve the agenda as amended. Judy Prater seconded the motion. Roll call vote was taken and it passed.

Director's Report: (see attached): Susan shared more details regarding her report. Additionally, Susan is working on elevator speeches for Trustees to have access to for sharing with community. Starting Wednesday, November 18, 2020, the library will only be open for lobby pick up and programs are canceled for the next three weeks due to recent MDHHS COVID guidelines. The TDL Board of Trustees will be highlighted in the next newsletter.

Old Business:

- Gifts and Memorials - Thank you notes
- New Trustee Recruitment – Election Results - Roxann Halloway will be sending the certified results to the library soon.
- Board Retreat: 11/14 and 11/21 10am-12pm: 11/14 – Trustee self-eval and goals; 11/21: cont. ed. w/ Kate P-Andrade: roles and responsibilities of Director, Board, and Friends' group; advocacy; COVID meeting regulations/guide.
- MLA Virtual Conference – summary report from attendees
- Friends of Library Week – Follow-up
- Recent MI Supreme Court Actions in Relation to Libraries – new legislation PA 228: impact on public meetings - Jane shared information about remote participation procedures that will need to be read and addressed.

New Business

- Nominating Committee begins work on a new slate of officers - Pam Bunch, Lisa Hart, and Matt Linke will be the committee.
- Operating and General Policies reviewed – postponed until meetings are in person.
- Continuing Education and Strategic planning to begin in January 2021, to be reviewed each month.

Public Comment - non-agenda items: Debbie Gilbey asked about continuing education as she prepares to be a new Trustee in January 2021.

Non-Agenda Items

Other Business

- Next Month: Millage revenues begin to arrive; Public Relations Policies reviewed (tabled until in-person meetings resume); Nominating Committee: work continues on the slate of officers; Director Evaluation Questionnaire – tabled until in-person meetings resume;
- Good of the Order - Trustee December Christmas Social – discuss cancellation
- Sunshine Fund

Adjournment at 6:56 PM

Next Meeting: December 15, 2020, @ 5:30 pm

Respectfully submitted,

Carma Roesch

TDL Trustee Secretary

Approved December 15, 2020