

Approved ~~Proposed~~ Minutes

March 16, 2021

5:34 PM - 6:18 PM

Tecumseh District Library - Zoom meeting

Reading of the mission and vision statements.

The March Zoom meeting of the Tecumseh District Library Board was called to order at 5:34 PM by President Heather Burdick. Roll call was taken. The Trustees present via Zoom were Heather Burdick from Tecumseh, Lenawee, Michigan; Debbie Gilbey from Raisin Twp, 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 Raisin Twp., Lenawee, Michigan. Also present was Library Director Susan Bach.

**Approval of the March 2021 Agenda** - Judy Prater moved to approve the agenda. Jane Poczatek seconded the motion. Roll call vote was taken and it passed.

**Public Comment Re: Agenda Items:** no public comment

**Minutes from the February 16, 2021 Meeting (see attached) Motion:** Jane Poczatek moved to approve the February meeting notes. Debbie Gilbey seconded the motion. Roll call vote was taken. It passed.

**Treasurer's Report (see attached) Motion:** Judy shared more information from the report. Debbie Gilbey made a motion to accept. Lisa Hart seconded the motion. Roll call vote was taken. It passed.

**Approval of the consent March 2021 Agenda** - Lisa Hart moved to approve the agenda as amended. Matt Linke seconded the motion. Roll call vote was taken and it passed.

**Director's Report: (see attached):** Susan shared more details regarding her report. March is Reading Month and patrons are asked to enter drawings and contests. April 4-10 is National Library Week. April 18-24 is National Volunteer week and there will be gifts for all volunteers. Food for Fines may take place in October. Oil paintings are being donated to the library by Dian Rentschler. Amanda Fields, Teen Librarian, has applied for a \$2500 grant and will know if it was approved in April. Big program coming up about the Flint water crisis.

#### **Old Business:**

- Advocacy
  - Gifts and Memorials – Thank you notes
  - ALA Annual Conference – June 23-29, 2021 Virtual
  - MLA Advocacy Day - April 20, 2021 - 8:30am - Zoom meetings throughout the day
- By-Laws Update: Conflict of Interest Section – 2 nd Reading (Roll Call Vote) Debbie Gilbey moved to approve of the updated section of the by-laws. Lisa Hart seconded the motion. Roll call vote was taken and it passed.
- Social Media Policy
- Continuing Education: United for Libraries Short Takes for Trustees – Board Meetings

#### **New Business:**

- Semi-Annual Financial Report (Roll Call Vote) **See Attached** Judy shared information about all investments that the library has in place. Jane Poczatek moved to approve the financial report. Debbie Gilbey seconded the motion. Roll call vote was taken and it passed.

- Director Evaluation Questionnaire presented to the Board for approval (Roll Call Vote) Debbie Gilbey moved to approve the Director Evaluation Questionnaire. Judy Prater seconded the motion. Roll call vote was taken and it passed.
- National Library Week – April 4-10, 2021
- Volunteer Week – April 18-24, 2021

**Public Comments Re: Non-Agenda Items** - no public comment

**Other Business**

- Next Month: Staff evaluations completed; Sunday hours end; Director Evaluation Questionnaire –
- tabled until in-person meetings resumed
- Good of the Order
- Sunshine Fund: Administrative Assistant Day – Wednesday, April 21, 2021

**Adjournment at 6:18 PM**

**Next Meeting: April 20, 2021**

Respectfully submitted,  
Carma Roesch  
TDL Trustee Secretary  
Approved April 20, 2021