

Approved ~~Proposed~~ Minutes
May 18, 2021
5:30 PM 6:12 PM
Tecumseh District Library

Reading of the mission and vision statements.

The May 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 was Library Director Susan Bach.

Approval of the May 2021 Agenda - Debbie Gilbey moved to approve the agenda. Jane Poczatek seconded the motion. Motion was approved and it passed.

Public Comment Re: Agenda Items: no public comment

Minutes from the April 20, 2021 Meeting (see attached) Motion: Judy Prater moved to approve the April 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. Jane Poczatek seconded the motion. It passed.

Approval of the consent May 2021 Agenda - Debbie Gilbey moved to approve the agenda as amended. Lisa Hart seconded the motion. Discussion - Technology report indicates that the policy for Hot Spots will need to be updated. Motion was approved and it passed.

Friends Report: (see attached): Friends' did meet in May. Many of the Friends' attended the meeting. Most of the discussion at the meeting was about the potential book sale ~~at the end of~~ in July. Their budget is \$10,095.19. Members mentioned a great need for help for the sale since it will likely need to be outdoors.

Director's Report: (see attached): Susan shared more details regarding her report. May 7, 2021, was staff development at TDL and the focus was on self care, marketing, and relationships with colleagues. Digital magazines are now available. TPS digital cards gained about 40 new students and the renewal of 60 others. Amanda Fields has taken a new position and has left the Teen Librarian position at TDL. Interviews are underway to fill that position. The 20-21 budget has been revised and will be discussed later in the meeting. The TDL Community Survey is wrapping up soon.

Old Business:

- Advocacy
 - Gifts and Memorials – Thank you notes
 - ALA Annual Conference – June 23-29, 2021 Virtual
- Continuing Education: United for Libraries Short Takes for Trustees - *Library Advocacy*
- Social Media Policies - Initial Review - voting will take place on this policy at the June 2021 Board meeting.

New Business:

- Director Evaluation Review (2019/2020 and 2020/2021) - discussion about how well managed the library is under the direction of Susan, especially for the past year of the pandemic.
- Revised 2020-2021 Budget - 1st review - Library Director Bach made some adjustments in various areas on the budget to meet the best needs of the library - Board will vote on this item at the June 2021 meeting.

- Proposed 2021-2022 Budget - 1st review - short budget was presented and discussed - Board will vote on this item at the June 2021 meeting.

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

Other Business

- Next Month: Budget meeting on Proposed 2021-2022 Budget at 5 PM; Approval of Library closings for 2021-2022
- Good of the Order - thank you note was shared
- Sunshine Fund - possible picnic lunch for staff and trustees this summer; Trustee get together potential in August.

Adjournment at 6:12 PM

Next Meeting: June 15, 2021

Respectfully submitted,
Carma Roesch
TDL Trustee Secretary
Approved June 15, 2021