

Approved ~~Proposed~~ Minutes

September 15, 2020

5:31 PM - 6:30 PM

Tecumseh District Library - Zoom meeting

Reading of the mission and vision statements.

The September Zoom meeting of the Tecumseh District Library Board was called to order at 5:31 PM by President Jane Poczatek. Roll call was taken. The Trustees present were Pam Bunch, Heather Burdick, Lisa Hart, Matt Linke, Jane Poczatek, Judy Prater, and Carma Roesch. Also present were Library Director Susan Bach and Debbie Gilbey.

Approval of the September 2020 Agenda - Heather Burdick moved to approve the agenda. Lisa Hart seconded the motion. Roll call vote was taken and it passed.

Public Comment Re: Agenda Items: no public comment

Minutes from the August 18, 2020 Meeting (see attached) Motion: Pam Bunch moved to approve the August meeting notes. Heather Burdick seconded the motion. Roll call vote was taken. It passed.

Treasurer's Report (see attached) Motion: Judy shared more information from the report. 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 September 2020 Agenda - Judy Prater moved to approve the agenda as amended. Pam Bunch seconded the motion. Roll call vote was taken and it passed.

Director's Report: (see attached): Susan shared more details regarding her report. Jonah's last day was August 28 and was celebrated with a farewell luncheon. MelCat is back up and running and patrons are happy to be using it again. A new projector was purchased to assist with virtual programs. Susan has been in touch with the schools to promote e-library cards for students. The new and updated website will be live very soon. TDL pop up library has been successful at the Farmer's Market. Thank you notes to volunteers and staff for their work and consideration in and around the building.

Old Business:

- Gifts & Memorials - Thank you notes - Trustees are asked to write thank you notes to donors.
- New Trustee Recruitment - Debbie Gilbey shared how interested she is in being a library Trustee. She is considered as a write in candidate on the November ballot.

- Board Retreat - current plan is to hold it via Zoom, in November, over two weekends. Proposed to be on Saturday morning, November 14th, for two hours and the following Saturday morning, November 21st for two hours. One weekend would be devoted to continuing education and the other to self-evaluation and goals. Once our dates are approved, the executive committee can meet in person or via zoom to discuss the exact programming for the continuing education portion.

New Business

- Library Card Sign-up Month (see Director's Report)
- Personnel & Internet Policies (delayed until in-person meetings resume)

Public Comment - non-agenda items: no public comment

Non-Agenda Items

Other Business

- Next Month: Sunday Hours begin; MLA conference; Friends of Library Week; Semi-Annual Financial Report
- Director Evaluation Questionnaire – tabled until in-person meetings resume
- Good of the Order
- Sunshine Fund - Friends' are hoping to have their first in person meeting in October. TDL Trustees will be supportive of them in any way possible due to meeting restrictions.

Adjournment at 6:30 PM

Next Meeting: October 20, 2020, @ 5:30 pm

Respectfully submitted,
Carma Roesch
TDL Trustee Secretary
Approved October 20, 2020