

~~Proposed~~ Approved Amended Minutes
October 17, 2023
5:30 PM - 6:48 PM
Tecumseh District Library

The October meeting of the Tecumseh District Library Board was called to order at 5:30 PM by President, Lisa Hart.

Reading of the mission and vision statements

Roll call was taken. The Trustees present were Lisa Hart, Judy Prater, Carma Roesch, Stacey Knepper, Dana Schumacher-Schmidt, Debbie Gilbey, and Taylor Williams. Also present was Library Director Susan Bach and Auditor, Ailie Weaver.

Public Comment: There was no public comment.

Approval of Minutes from the September 18, 2023 Meeting (see attached): After discussion, a few additions and corrections were made to the minutes. The minutes were approved as amended.

Reports:

- **Auditor:** Ailie Weaver reviewed the report (see attached). It was a clean audit. TDL is in good shape financially.
- **Director's Report (see attached):** Susan Bach shared her report. The 20th Anniversary celebration was a big success. The windows have been washed and the carpets cleaned. The roof sloping project to direct rain water to the roof drain has been started. Susan reviewed her goals for fiscal year 23-24. The Appleumpkin book sale was successful.
- **Treasurer's Report (see attached):** Judy shared more details regarding the Treasurer's report. In light of increased payroll the Funding Plan for Future Capital Improvements (see attached) she recommended that the TDL ACH debit limit be increased to \$25,000.00.
Motion: Stacey Knepper moved to increase TDL ACH debit limit from \$15,000 to \$25,000. The motion was seconded and it passed.
- **Sunshine Report:** Dana provided an October treat for the staff.
- **Special Orders:**
 - Bylaws Review, second reading. Debbie Gilbey reviewed recommended changes to the TDL Bylaws with the Board. There were no further changes recommended.
 - **Motion:** Dana Schumacher-Schmidt moved to approve the changes to the TDL Bylaws as outlined. The motion was seconded and a roll-call vote was taken. All trustees voted in favor and the motion passed.

Unfinished Business: Tabled until November meeting

- Continuing Education
- Capital Improvements Committee

Advocacy: Tabled until November meeting

New Business:

- Consent Agenda: Marketing, Programming, Technology, Gifts & Memorials.
Thank you notes will be sent to donors.
- Friends Report: No report
- Good of the Order
 - **Board Retreat Saturday, November 18, 2023:** It will start at 9:00 a.m. with breakfast. The presenter will be Jane Poczatek who will talk about the roles and responsibilities of the Board over time. Dana Schumacher-Schmidt prepared a detailed agenda for the retreat as well preparation notes for the Goal Setting Activities.

Adjournment: The meeting was adjourned at 6:48 PM

Next Meeting: November 21, 2023, @5:30PM

Debralee Gilbey, TDL Secretary