

Approved ~~Proposed~~ Minutes  
March 21, 2023  
5:30 PM – 6:20 PM  
Tecumseh District Library

The March 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, Debbie Gilbey, Judy Prater, Carma Roesch, Dana Schumacher-Schmidt and Stacey Knepper. Also present were Library Director, Susan Bach, Jeanne Knight, Ginger Poczatek, and Taylor Williams.

**Public Comment:** There was no public comment.

**Approval of Minutes from the February 28, 2023 Meeting (see attached):** The minutes were approved as previously distributed and amended.

**Approval of Minutes from the March 7, 2023 Special Meeting (see attached):** The minutes were approved as previously distributed.

**New Trustee Selection:** Each of the trustees shared their thoughts on the candidates. **Motion:** Carma Roesch moved that the Board invite Taylor Williams to join the TDL Board of Trustees. The motion was seconded and it passed.

#### **Reports:**

- **Director's Report (see attached):** Susan Bach shared more details regarding her report. The library provided a warm place for patrons to come to charge devices and use the wi-fi during the recent power outage. The Seed Library is up and running and the new Reference Desk will be installed by the end of the month.
- **Treasurer's Report (see attached):** Judy shared more details regarding the Treasurer's report. **Motion:** Debbie Gilbey moved to approve the report as presented. The motion was seconded and it passed. Judy also presented the Semi-annual Financial report. **Motion:** Dana Schumacher-Schmidt moved to approve the Semi-annual Financial report as presented. The motion was seconded and it passed.
- **Sunshine Report:** Dana Schumacher-Schmidt reported that the Sunshine Fund has a balance of \$105.00. Dana is planning something special for staff during National Library Week in April. Susan Bach will share a list of staff favorite candies with Dana.

#### **Special Orders**

- i. Financial Policies Review – Auditor's Feedback on Policy F-07 Capital Asset (see attached) The auditors suggested to change the useful life of the asset from three or more years to one or

more years. Debbie Gilbey will make the suggested change to the policy for review at the April 18, 2023 Board Meeting.

**Unfinished Business:**

- Millage Discussion – The Ballot Question Committee continues to work on election plans. Members of the committee have already attended Raisin Township, Tecumseh Township and Franklin Township board meetings to share the message. A mass mailing of letters to absentee voters has been sent out and plans are underway for placement of yard signs throughout the district.
- Continuing Education: Lisa Hart suggested that everyone take a look at Carma's notes from the ALA Conference. Carma Roesch reported that MLA is hosting a library advocacy day on April 25<sup>th</sup> at the State Capitol in Lansing. Registration is required by April 3<sup>rd</sup> for attendance.

**Advocacy:** Thank you notes will be sent to donors.

**New Business:**

- Consent Agenda: Marketing, Programming, Technology, Gifts & Memorials.
- TDL received a \$25.00 donation in February 2023.
- Friends Report: See Attached
- Good of the Order: The Building Liaison position needs to be filled by a trustee. We are due for an Executive Committee meeting.

**Adjournment:** The meeting was adjourned at 6:20 p.m.

**Next Meeting: April 18, 2023 @5:30PM**

Debralee Gilbey, TDL Trustee Secretary