

Approved Minutes  
October 15, 2024  
5:31 PM - 6:44 PM  
Tecumseh District Library

The October meeting of the Tecumseh District Library Board was called to order at 5:31 PM by President Lisa Hart.

Reading of the mission and vision statements.

Roll call was taken. The Trustees present were Debbie Gilbey, Lisa Hart, Stacey Knepper, Judy Prater, Carma Roesch, Dana Schumacher-Schmidt, and Taylor Williams. Also present were Interim Library Director Sonja Downey, Ginger Poczatek, Jeanne Knight, and Jennifer Roth.

**Public Comment:** Jennifer Roth is attending the meeting as a prospective applicant for the library director position to learn more about TDL.

**Approval of Minutes from the September 17, 2024 Meeting:** The minutes were approved as presented.

#### Reports:

- **Director's Report (see attached):** Sonja shared her report. Additionally, 10 air purifiers have been added to the library. Teen librarian Andy Jackson found a program that distributes them to non-profits. Bathroom upgrades are scheduled to begin in late October. Library staff had to create a new TDL Facebook account as the previous account was linked to an email that is no longer in existence. Once the new account is up and running, patrons will need to "re-friend" the library.
- **Treasurer's Report (see attached):** Judy shared details of the Treasurer's Report.
  - **Motion:** Debbie moved to approve the Treasurer's Report as presented. The motion was seconded. Voice vote taken. Motion passed.
- **Finance Committee Report (see attached):** Judy shared updates from the recent Finance Committee Meeting. Judy has consulted with each bank where the library has accounts regarding the recent resignation **retirement** of director Susan Bach. Based on these conversations, the Finance Committee made the following recommendations:
  - Premier Bank: Recommendation to remove Susan Bach as Administrator for the Premier Bank accounts and name Lisa Hart as Administrator instead..
    - **Motion:** Taylor moved to remove Susan Bach as Administrator from the Premier Bank accounts and add Lisa Hart as Administrator, effective immediately. Motion seconded. Voice vote taken. Motion passed.
  - KeyBanc: Recommendation to remove Susan Bach's name from any KeyBanc accounts.



Saturday, November 9, at 9:00am. The Friends Membership letter for next year is being prepared.

- Good of the Order: The board retreat will be postponed for the time being. Lisa encouraged any trustees who are able to attend the library staff meeting tomorrow at 9am. Thanks to all who contributed to the retirement reception for Mary Beth Reasoner.

**Adjournment:** The meeting was adjourned at 6:44 PM.

Next Meeting: November 19, 2024, @5:30PM

Special Meetings: October 29, November 4 and 16, 2024

Dana Schumacher-Schmidt, TDL Secretary