

Regular Meeting of the White Lake Library Board of Trustees

Held virtually via a zoom meeting on November 18, 2020

Call to Order - Meeting called to order by Jennifer Schulz at 6:45 pm. Due to the stay at home COVID-19 order, the meeting was held via Zoom.

Roll Call - President Jennifer Schulz, Vice President David Varadian, Secretary Karen Wyns, Treasurer Richard McGlew, trustees Beth Rubus and Glenn Rossow present. Director Denise Stefanick and Assistant Director Amy Rosen in attendance.

Approval of the Agenda - Motion to approve the agenda made by Beth Rubus and seconded by David Varadian. Roll call votes: Richard McGlew - yes, Karen Wyns - yes, and Glenn Rossow - yes. Motion carried. (5 roll call yes votes)

Public Comments - None.

Approval of the Minutes

- Motion to approve the 2021 Budget Hearing minutes made by David Varadian and seconded by Beth Rubus. Motion carried. (5 roll call yes votes)
- Motion to approve October 28, 2020 regular meeting minutes made by David Varadian and seconded by Karen Wyns. Motion carried. (5 roll call yes votes)

Officer Reports

- President's Report - Jennifer thanked Glenn Rossow and David Varadian for their service to the library board.
- Vice President's Report - David Varadian commented that it had been nice serving with the board members and welcomed Jake Dudek to the board.
- Secretary's Report - Karen Wyns agreed with the above comments.
- Treasurer's Report - Richard McGlew thanked Glenn Rossow and David Varadian.
 - Richard McGlew presented the October 2020 financial statements and bills. Motion to accept the bills for payment as presented made by Richard McGlew and seconded by David Varadian. Motion carried. (5 roll call yes votes)
 - Motion to move \$100,000 from Flagstar savings to PNC checking, and provisionally move up to an additional \$100,000, if needed, before the next library board meeting, made by Richard McGlew and seconded by Glenn Rossow. Motion carried. (5 roll call yes votes)
 - Motion made by Richard McGlew and seconded by Beth Rubus to remove Glenn Rossow as a signatory from PNC bank. Motion carried. (5 roll call yes votes).
 - Motion made by Richard McGlew and seconded by Beth Rubus to remove Glenn Rossow as a signatory from Flagstar bank. Motion carried. (5 roll call yes votes).

- Motion made by Richard McGlew and seconded by Beth Rubus to remove Glenn Rossow as a signatory from Genisys bank. Motion carried. (5 roll call yes votes).
- Motion made by Richard McGlew and seconded by Beth Rubus to remove Glenn Rossow as a signatory from Lake Michigan Credit Union. Motion carried. (5 roll call yes votes).

Library Director's Report - Director Stefanick presented her report.

New Business

- Remote Work Policy - Motion made by Richard McGlew and seconded by Beth Rubus to approve the remote work policy as written. Motion carried. (5 roll call yes votes)
- Electronic Participation Procedure - A motion made by Karen Wyns and seconded by David Varadian to approve the electronic participation procedure, as written. Motion carried. (5 roll call yes votes)
- Drive-thru Pick-up Window Proposal - tabled until next month

Old Business

- Patio Project - All fall work will be finished by Friday, November 20, 2020. The rest of the project will be completed in the spring. A motion made by Richard McGlew and seconded by Karen Wyns to approve the disbursement of \$93,107.83 for payment of patio work completed. Motion carried. (5 roll call yes votes)
- 2021 Budget - Motion made by Richard McGlew and seconded by Karen Wyns to approve the 2021 Budget as presented with total sources of \$1,492,000 and total expenses of \$1,492,000. Motion carried. (5 roll call yes votes)

Adjournment - Motion to adjourn the meeting made by David Varadian and seconded by Glenn Rossow. Motion carried. (5 roll call yes votes) Meeting adjourned at 9:05 pm.

The next Regular Meeting of the White Lake Library Board of Trustees is scheduled for Wednesday, December 16, 2020, via Zoom.

Minutes prepared by Karen Wyns, Secretary