

Regular Meeting of the White Lake Library Board of Trustees

Held virtually via a zoom meeting on September 23, 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 (arrived 6:47 pm), Trustee Beth Rubus present (left 8:08 pm). Director Denise Stefanick, and Assistant Director Amy Rosen in attendance. Trustee Glenn Rossow excused absence.

Approval of the Agenda - Motion to approve the agenda made by Beth Rubus and seconded by David Varadian. Roll call votes: Karen Wyns - yes. Motion carried. (3 roll call yes votes)

Public Comments - None.

Approval of the Minutes - Motion to approve the August 26, 2020 regular meeting minutes as presented made by Karen Wyns and seconded by David Varadian. Roll call votes: Beth Rubus - yes, Richard McGlew - yes. Motion carried. (4 roll call yes votes)

Officer Reports

- President's Report - Patio update presented.
- Vice President's Report - None.
- Secretary's Report - None.
- Treasurer's Report -
 - Richard McGlew presented the September 2020 bills and financials. Motion to accept the bills for payment as presented made by Richard McGlew and seconded by Karen Wyns. Motion carried. (4 roll call yes votes)

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

New Business

- Irrigation for Library Grounds - All three contractors that supplied bids suggest that we wait until spring because of weather. We will ask for how long they will honor their current bids.
- Foyer Lockers - Motion made by Beth Rubus to add lockers to the foyer with the cost not to exceed \$25,000. Seconded by Richard McGlew. Motion carried. (4 roll call yes votes)
- Envisionware Document Station - Motion made by Richard McGlew to approve the Envisionware Document Station with the cost not to exceed \$7,000. Motion Seconded by David Varadian. Motion carried. (4 roll call yes votes)
- Envisionware RFID System - Motion made by Richard McGlew to approve the purchase of the Envisionware RFID system for checkout and material processing with the cost not to exceed \$38,000. Seconded by Beth Rubus. Motion carried. (4 roll call yes votes)
- Johnson Controls Contract - Motion to approve the Johnsons Controls software maintenance contract with the cost not to exceed \$7,300 annually made by Beth Rubus and seconded by Karen Wyns. Motion carried (4 roll call yes votes)
 - ~~Beth Rubus left meeting at 8:08 pm.~~

- 2021 Calendar - Motion to approve the 2021 proposed holidays and in service days per policy manual made by Richard McGlew and seconded by David Varadian. Motion carried. (3 roll call yes votes)

Old Business - None.

Adjournment - Motion to adjourn the meeting made by David Varadian and seconded by Karen Wyns. Motion carried. (3 roll call yes votes) Meeting adjourned at 8:15 pm.

The next Regular Meeting of the White Lake Library Board of Trustees will be held by zoom and is scheduled for Wednesday, October 28, 2020, immediately after the 6:45 pm, 2021 budget meeting.

Minutes prepared by Karen Wyns, Secretary