



Regular Meeting of the White Lake Library Board of Trustees

Held at White Lake Township Library, June 22, 2022

Call to Order - Meeting called to order by Richard McGlew at 6:50 pm.

Roll Call - President Richard McGlew, Secretary Karen Wyns, Treasurer Gwendolyn Newton and trustee Jennifer Schulz present. Vice President Jake Dudek absent, excused. Trustee Beth Rubus absent, unexcused. Director April Stevenson, Assistant Director Amy Rosen and Admin Assistant Heather Clark in attendance.

Approval of the Agenda - Motion to approve the agenda as presented made by Jennifer Schulz and seconded by Gwendolyn Newton. Motion carried. (3 yes votes)

Presentations

- Accounting Update - Joseph Strauss, CPA, JE Strauss Consulting/CPA. The Board was provided with a breakdown of the Governmental Fund Balance Sheet and questions about the accounting report were answered.
- Audit Results - Gregory D. Clum, CPA, Bredernitz, Wagner, & Co. The Board was provided with explanations of the Financial Report and board member questions were answered.

Public Comments - None.

Approval of the Minutes -

- Motion to approve the May 18, 2022, regular meeting minutes as presented, made by Jennifer Schulz and seconded by Gwendolyn Newton. Motion carried. (3 yes votes)

Officer Reports

- President's Report - None.
- Vice President's Report - None
- Secretary's Report - Update provided about the Friends of the White Lake Township Library Book Sale.
- Treasurer's Report - Gwendolyn Newton presented the June 2022 financial statements and bills. Motion to accept the bills for payment as presented, made by Karen Wyns and seconded by Jennifer Schulz. Motion carried. (3 yes votes)

Library Director's Report - April Stevenson presented her report.

New Business

- Parking Lot Sealcoating Quotes. Discussion to continue next month.
- 2022-2023 Snow and Ice Management Quote. Discussion to continue at a future meeting.
- Review of Policy 1J. Quiet Study Rooms, Walnut and Maple Rooms. Motion made by Jennifer Schulz and seconded by Gwendolyn Newton to amend Section 1J. Quiet Study Rooms, Walnut & Maple Rooms of the Public Policy as presented below. Motion carried. 3 yes votes.

Typical use of the quiet study room is for individuals or 2-3-person groups. The Maple and Walnut rooms are reserved for larger groups of 10 people or less.

- *Individuals must sign up for use of a quiet study room at the Adult Information Desk. First come, first served, no reservations.*
- *There is a two (2) hour limit when others are waiting for a room.*
- *Activities in a quiet study room should not create a disturbance or interfere with the conduct of library business.*
- *Individuals or groups may not leave a quiet study room unoccupied for*

more than 15 minutes.

- *Taping, stapling, or tacking of materials to the walls, windows, or other furnishings is prohibited.*
- *The room must be left in the same condition it was in prior to use.*
- *Tutoring in the teen area is prohibited.*

Old Business -

- 2021 Audit - The White Lake Township Public Library Financial Report was provided to the Board for review. Motion made by Jennifer Schulz and seconded by Gwendolyn Newton to accept the 2021 Audit as presented by Bredernitz, Wagner & Co., P.C. Motion carried. 3 yes votes.

Adjournment - Motion to adjourn the meeting made by Jennifer Schulz and seconded by Gwendolyn Newton. Motion carried. (3 yes votes) Meeting adjourned at 9:27 pm.

The next Regular Meeting of the White Lake Library Board of Trustees is scheduled for Wednesday, July 27, 2022 at 6:45pm at the White Lake Township Library Gathering Place.

Minutes prepared by Karen Wyns, Secretary