



Regular Meeting of the White Lake Library Board of Trustees

Held at White Lake Township Library, September 28, 2022

Call to Order - Meeting called to order by Richard McGlew at 6:45 pm.

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

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

Public Comments - Karen Borgeson, Friends of the White Lake Township Treasurer, provided an update on the Friends quarterly meeting, latest book sale and upcoming events.

Approval of the Minutes -

- Motion to approve the August 24, 2022, regular meeting minutes as presented, made by Gwendolyn Newton and seconded by Jake Dudek. Motion carried. (3 yes votes)

Officer Reports

- President's Report - None.
- Vice President's Report - None.
- Secretary's Report - None.
- Treasurer's Report -
 - Gwendolyn Newton presented the September 2022 financial statements and bills. Motion to accept the bills for payment as presented, made by Karen Wyns and seconded by Jake Dudek. Motion carried. (3 yes votes)

Finance Committee Report

- Financial/Purchasing Policy Draft 2 - Motion to approve the Financial/Purchasing Policy Version 1.1 as presented made by Gwendolyn Newton and seconded by Karen Wyns. Motion carried. (3 yes votes)
- Investment Updates -
 - Motion to invest in a Flagstar Certificate of Deposit for three (3) months in the amount of \$100,000 and a Certificate of Deposit for nine (9) months in the

amount of \$200,000, from the existing Flagstar account made by Gwendolyn Newton and seconded by Jake Dudek. Motion carried. (3 yes votes)

- Motion to invest in a Lake Michigan Credit Union (LMCU) Certificate of Deposit for seven (7) months in the amount of \$100,000 from the existing LMCU account made by Gwendolyn Newton and seconded by Jake Dudek. Motion carried. (3 yes votes)
- Motion to invest in a Genisys Credit Union Certificate of Deposit for thirteen (13) months all monies from the savings account, with the exception of \$5.00 made by Gwendolyn Newton and seconded by Jake Dudek. Motion carried. (3 yes votes)
- Library Credit Card Update - Additional information provided.
- EFT Approved Vendors List Draft - Motion to approve White Lake Township Library EFT/ACH Approved Vendors List, Version 1 made by Gwendolyn Newton and seconded by Jake Dudek. Motion carried. (3 yes votes)

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

New Business - None.

Old Business -

- Policy Comparison & Clarification -
 - Personnel Policy 4.16 COBRA - Motion to remove from Time Off and Benefits of the Personnel Policy Manual, 4.16 related to COBRA made by Gwendolyn Newton and seconded by Jake Dudek. Motion carried. (3 yes votes)
 - Motion to replace 4.11.1-4.11.6 from Time Off and Benefits of the Personnel Policy Manual with the suggested policy statement made by Jake Dudek and seconded by Gwendolyn Newton. Motion carried. (3 yes votes)
- Strategic Plan Request for Proposal Draft - Information provided to board members.
- Drive up Window/Zoning Issue - Motion to proceed with the proposed rezoning to Town Center made by Jake Dudek and seconded by Gwendolyn Newton. Motion carried. (3 yes votes)
- Review of Policy 1S: Volunteers - Discussion to continue at the October 2022 meeting.

Adjournment - Motion to adjourn the meeting made by Gwendolyn Newton and seconded by Jake Dudek. Motion carried. (3 yes votes) Meeting adjourned at 8:43 pm.

The next Regular Meeting of the White Lake Library Board of Trustees is scheduled for Wednesday, October 26, 2022 at 6:45pm at the White Lake Township Library Gathering Place.

Minutes prepared by Karen Wyns, Secretary