

WEST BRANCH DISTRICT LIBRARY

BOARD OF TRUSTEE MEETING

JUNE 29, 2020, 5:00 p.m.

Call to order by president Karen M., followed by the pledge of allegiance. Present: John S. Director, Janice H., Ron T., Sue J., Karen M., Terry B., Kathy S., Sue S. Absent: Ralph D., Mike D.

Public Comment: None

Board Minutes: Due to not having meetings during the last several months we were not prepared to review and vote on the last meeting minutes. Motioned by Karen M. to address the last meeting minutes at our next full board meeting. Supported by Kathy S. All in favor, motion passed.

Bills to pay: John S. reviewed the bills and amounts to pay. Kathy S. motioned to pay the bills, Sue J. supported. All in favor, motion passed.

Financials: On file. Hand out reports were reviewed by members, questions asked and answered.

Correspondence: Some discussion held on a former employee collecting unemployment. John S. also discussed a letter received from Michigan Township Participating Plan.

Old Business: None at this time

New Business: Budget adjustments were discussed and explained. Terry B. motioned to accept the budget adjustments as a package as John S., director, presented. Ron T. Supported, all in favor. Motion passed. 2020/2021 proposed budget was also reviewed and discussed. Sue S. motioned to approve the proposed 20/21 budget with Sue J. supporting. All in favor, motion passed. Staff resignations and changes were discussed. John S. has already found and hired replacements. The board welcome s Colleen Boyd and Lori Rimaldi to our team! Terry B. held discussion regarding a thank you card for long time employee Lori Levasseur who is retiring. Sue J. will obtain a card and get info back to board regarding a token of appreciation. Board member Mike D. submitted a letter to board regarding the DDA capture of revenue. this was discussed and will be looked into. We believe we have already addressed this issue with our legal team and will discuss further next meeting.

Directors Report: On file. John S. brought the board up to date on many issues occurring in his absence and with the library closure. Specifically, policy manuals need some continued review. Sue S. moved some of the CD money to another back so we are fully insured.

Next meeting August 3, 2020 5:00 p.m.

Meeting adjourned by Karen M. at 6:15 p.m.

Kathy Shirey, secretary