

BOARD OF TRUSTEES MEETING

Dorr Township Library

Date: April 10, 2017

6:30 P.M.

MINUTES

Meeting was called to order at 6:34 by Barb Gibson, President.

Pledge of Allegiance: Was said.

Roll Call: Present- Rachel Vote, Barb Gibson, Sara Rydman, Marcia Brock, and Kristi Lewis.

Also present- Elyshia Schafer

Approval of the Agenda: Rydman motioned to approve the agenda as amended, seconded by Vote. All yes, motion carried.

Approval of the Minutes:

Vote motioned to approve the March 13, 2017 minutes as amended, seconded by Brock. All yes, motion carried.

Vote motioned to approve the March 27, 2017 budget meeting minutes as amended, seconded by Brock. All yes, motion carried.

Treasurer's Report:

- Credit Card- 3,889.07 Rydman motioned to pay the credit card less the disputed charges from March, seconded by Brock. All yes, motion carried.

Banking-

- Board officers will update banking documents with United Bank so interim director can make banking decisions and be an account holder.
- The board president and the board treasurer have the power to sign all banking signature cards.

Public Comment: none

Director's Report: Schafer provided a report of information about library programming and events during the preceding month and upcoming events. She also provided reports on meetings attended by the Director, grant applications, building issues, and ongoing library functioning.

Township Board Meeting: The next meeting is April 27, 2017.

Committee Reports: none

NEW BUSINESS:

1. Election of new board officers-

- a. Gibson nominated Vote to the position of President. Brock seconded the nomination. All yes, motion carried.
- b. Vote nominated Gibson to the position of Vice President. Vote seconded the nomination. All yes, motion carried.
- c. Vote nominated Brock to the position of Treasurer. Gibson seconded the nomination. All yes, motion carried.
- d. Brock nominated Rydman to the position of Secretary. Vote seconded the nomination. All yes, motion carried.

2. Review of materials from board training-

- a. The board will begin to review the policy and procedure manual.
 - b. The board will begin to develop a Strategic Plan with S.M.A.R.T. goals
- 3. Director Search Update-** Interviews are in progress for the Director position.
- 4. Meeting Times-** Vote motioned to move the Dorr Library Board Meeting time from 6:30 to 7:00 PM. Gibson seconded. All yes, motion carried.

OLD BUSINESS:

- 1. Welcome new board members-** Gibson formally welcomed Lewis to the board. It is noted that Lewis took the Oath of Office previous to the meeting.
- 2. Budget-** A monthly report template was approved. The full budget will be reviewed each quarter at the regular meetings in July, October, and January.

Adjournment: Vote motioned, Gibson seconded to adjourn at 7:49 pm. All yes.

Next regular meeting: May 8, 2017 at 7:00 at the library.
Submitted by Rachel Vote.