

Lincoln Township Public Library Board of Trustees

Proposed Minutes: Tuesday, October 15, 2024 | 6:30 pm

Call to Order: 6:30 by President Stocker

Present: President Linda Stocker, Vice-President Elizabeth Carlson, Treasurer Jenny Cowan, Trustee Connie Weaver, Trustee Megan Yore-Norbey, Library Director Joelle Wake

Absent: Secretary Suellen Klein

Additions to the Agenda: None

Approval of the Agenda

1. Approval of Minutes: Connie made a motion, seconded by Jenny, to approve the minutes from the Board meeting from September 24, 2024. The motion passed unanimously.
2. Approval of Treasurer's report: Jenny made a motion, seconded by Connie, to approve the Treasurer's report from September 24, 2024 with checks and ACH payments. The motion passed unanimously.
3. Correspondence: None

Governance and Administration - President (Stocker)

1. 1. Special Thank You: Linda expressed the Board's special thank you to Jenny Cowan, Suellen Klein, Connie Weaver for their service to the patrons of the LTPL. Jenny set up LTPL for future financial benefit through her careful management of the certificate of deposit owned by the library. Suellen served as the liaison to the Friends of the Library and took minutes for 4 years. Connie was active in moving the library renovation forward, her attention to Joelle, and dedication to the library staff.
2. 2. November Board Election: There were no write-ins.
3. 3. Swearing In: After the official results are posted, board members need to be sworn in at the Lincoln Township offices prior to the December board meeting.
4. 4. December Board Meeting: The board will appoint people to the open board positions during the December meeting.

Community and Government Relations (Klein)

1. Friends of the Library: At the October meeting, the Friends provided \$850 for Summer Reading 2025, a new train table for the children's area, and \$250 for the staff lunch during the February staff inservice day.

Building, Landscape, and Technology (Weaver)

1. Light Fixtures: Acoustic light fixtures were selected. Megan made a motion, and Connie seconded, to approve \$20,000 for lighting.
2. Project Update: Renovation is progressing. Painting completed in the staff area, flooring should start in the staff area next week. Staff furniture is scheduled to arrive in 2 weeks. The wall and door by the Lawrence room were removed and new fire doors were installed. Opening up the former foyer area is increasing the space available in the Lawrence Room.

Finance (Cowan)

1. Budget Adjustments: Connie moved, and Jenny seconded, adjustments \$5,000 from Equipment and Furnishings to Repairs and Maintenance and \$9,200 added to Specific Use and \$37,750 to Grant Expenses. The motion passed unanimously.

Strategic Planning (Yore-Norbey)

1. Scorecard: Focused on the renovation.
2. New Board members: Joelle is updating the board member binders.
3. Bell refurbishment: Megan will request the Questers to consider funding the refurbishment if it is determined the bell is of historic significance.

Operations and Staff (Carlson)

1. Library Closing Dates: Elizabeth moved, and Connie seconded, the library closing dates for 2025. The motion passed unanimously.

Director's Report

For the Good of the Library:

1. Megan and her mother enjoyed the tea on Saturday in the Baroda cemetery. When this event is repeated, a map of the gravesites would be very useful.

Adjourned: 7:40 pm

Respectfully submitted: Elizabeth Carlson, Secretary pro temp

Upcoming Service Area Meetings:

Royalton Township: Monday, October 14 | Second Mondays at 7pm

980 Miners Rd., Saint Joseph, 49085

Lincoln Township: Tuesday, October 15 | Second Tuesdays at 7pm

2055 W. John Beers Rd, Stevensville, 49127

Stevensville Village: Thursday, October 3 | First Thursdays at 6pm

5768 Saint Joseph Avenue Stevensville, 49127

Baroda Township: Monday, October 28 | Third Mondays at 7pm

9091 1st Street, Baroda, 49101

Adjournment: Next meeting is scheduled for Tuesday, December 3 at Village of Stevensville 5768 St. Joseph Ave.