

Approved by: _____

Date: _____



**Gladwin County District Library
Board of Trustees Regular Meeting
July 18th, at 5:00 p.m.
BOARD MINUTES**

Those attending include: President John Rhode, Vice President Lori Fall, Secretary Barb Lyons, and Treasurer Bob Frei.

Trustees: Nancy Bodnar, Don Hoffman and Becky Miller. Excused, Madalyn Steyer.

Also attending: Gladwin County District Library Director John Clextan, Assistant Director Laura Walters, and Genealogy/Friends President Barb Curtindale.

A) Call to Order:

Meeting called to order at 5:00 p.m. by Rhode.

B) Pledge of Allegiance:

Pledge of Allegiance was recited and observed.

C) Approval of Agenda :

With a motion to approve the July 18th, 2023 agenda by Lyons, supported by Fall. Motion carried with 7 ayes.

D) Approval of Minutes:

With a motion to approve the June 20th, 2023 minutes by Lyons, supported by Bodnar. Motion carried with 7 ayes.

E) Reports:

a. Genealogy- President Barb Curtindale reported. (Full report available on request)

b. Friends of the Library- President Barb Curtindale reported and presented a check to the Library for \$1973.00 as a payment for the carpet cleaning.

(Full report available on request)

F) Public Comments:

None.

G) Approval to Pay Bills:

With a motion by Frei, supported by Fall to pay bills as follows:

PrePaid(s) bills in the amount of \$21,188.86

Payroll(s) in the amount of \$17,214.43

Unpaid in the amount of \$4,146.78

With a total amount of bills to be paid: \$42,550.07

Motion carried 7 ayes.

H) Activity Reports as Follows:

Director’s Report and Circulation Report, given by Director Clextion. (Full reports available upon request)

D) Committee Reports as Follows:

- a. Finance:** Frei reported Clextion now has full access to the Library General Fund account with Huntington Bank to review the ACH payments. Frei will review the mid year budget to see if the numbers are favorable to approve a raise for Branch Manager. Lyons made the motion if the raise is approved the wages will be back dated to June 1, 2023, supported by Frei. Motion carried 7-0.
- b. Building:** Committee met to finalize the Joint Arena agreement and present it to the board for approval.
- c. Personnel:** None.
- d. Permanent Collection Review:** None

J) Communications:

None.

K) Old Business:

- a. Acceptance of Library Portion of Joint Operations**
Frei motioned to approve the Joint Operation Agreement. Clextion is to send out copies to the Arena Board. The Arena will have 30 days to review and discuss with the building committee with the intention of adopting this agreement before the ice is put down, supported by Lyons. Motion carried 7-0.

L) New Business:

- a. Electronic Transfer of Funds Policy Resolution 2023 7-18-A**
Frei motioned to adopt Resolution 2023 7-18-A with deleting the “view only” access. Frei will be notified when there is any activity in the account, supported by Fall. A roll call vote was taken with the following results:

Rhode-Aye	Fall -Aye	Lyons –Aye	Frei-Aye
Bodnar-Aye	Hoffman-Aye	Miller-Aye	Steyer-Absent

Motion carried with 7 ayes.

M) Board Comments:

Rhode informed the Board there would be a scheduled power outages in multiple townships on Friday, July 21st and an additional outage possibly on July 28th from midnight to 4:00 a.m. Clextion will inform the IT Director in case the outage interferes with the Library internet.

N) Adjournment:

The meeting adjourned at 5:54 p.m.

Minutes Taken Laura Walters, Assistant Director.