

**Community District Library Board of Trustees
Regular Board Meeting Minutes
Corunna Branch**

November 16, 2022

Opening

The regular meeting of the Community District Library Board of Trustees was called to order at 7:04 p.m. on November 16, 2022, by Board Chair, J. Bowers. Followed by the Pledge of Allegiance.

Present

Judy Bowers, Geraldine Hagadon, Patty Fraser, Ann Voorhies, Elaine Prine, Maria Cuthbert and Mary Julian.

Absent: Karen Hornus.

Also present: Jami Cromley, Linda Hudecek.

- **Approval of agenda:** Motion made by G. Hagadon, to approve the agenda with additions, seconded A. Voorhies. Motion accepted.
- **Approval of minutes:** Motion made by E. Prine to approve the October 26, 2022 regular minutes, seconded by G. Hagadon. Motion accepted.
- **Approval of payment of bills:** Motion forwarded from the Budget Committee to accept payment of bills (checks #7929-7969) in the amount of \$31,450.98. Roll call. Motion accepted.
- **Approval of the monthly budget report:** Motion Forwarded from the Budget Committee to accept report dated November 2022. Motion accepted.

Board welcomed new Venice Township representative, Mary Julian, and she was administered the oath of office and sworn in.

Citizen comments: None.

Communications Received: None.

Old Business:

- Jaclyn Symons, from Andrews, Hooper Pavlik PLC, delivered the annual audit summary, via Zoom. The library has a clear audit for 2021-22.
- Motion to approve payment for the Verizon October statement in the amount of \$ 2591.89, using funds from the Reserve Account was made by G. Hagadon and seconded by A. Voorhies, with roll call, motion accepted. To be reimbursed through the Emergency Connectivity Grant.

New Business:

- The 2023 slate of Board Officers was set. Motion was made by G. Hagadon, after discussion, to continue with current slate and seconded by E. Prine. Motion was accepted.
- 2023 Board meeting dates and calendar of observed holidays was presented. Motion was made by G. Hagadon, to include January 2nd 2023 as an observed holiday and seconded by M. Cuthbert. Motion accepted.
- Changes to the Committee Assignments due to vacancies, was discussed and A. Voorhies will remain Vice-chair and will be added to the Personnel Committee and E. Prine will be placed with the Document Review Committee. Motion was made by J. Bowers to accept changes, seconded by G. Hagadon. Motion accepted.
- Due to a change in the Amazon account, they will no longer offer the “Line of Credit” options, and it would be easier for payment to have a designated credit card for the purpose of keeping a better track of orders and payments. Motion was made by A. Voorhies to apply for Amazon credit card, seconded by E. Prine. Motion accepted

Directors Report:

- Both cooperative directors, VLC, Lee Martin and M.M.L.C, Eric Palmer have made a visit to the Corunna Branch.
- Jami reported the new skylights have been installed at the Lennon branch and make a great improvement to the lighting of the library.
- The new phones are arriving at each branch and awaiting the switching of phone number ports to be able to install them in the branches.
- Staff are busy preparing for November and December programs.
- Jami reminded the board that the next scheduled meeting, December 19, will also be Board/Staff holiday brunch.

Citizen Comments: None.

Board Comments: None.

Adjournment: 7:55 p.m.

Recorded: L. Hudecek