

Jean Waterloo Public Library

Board Minutes

January 17, 2020

I. Call to Order: The regular meeting of the Board of Trustees of the Jean Waterloo Public Library was called to order at 6:08 PM by DeLeon.

Present: Kathleen Andrews, Phino DeLeon, Adrienne Hilmon, Virginia Hofman

Staff: Karen White-Owens

Absent: Gretchen Sterling, Sylvia Steward

II. Approval of the Agenda: A motion was made by Hilmon, seconded by Andrews to approve the agenda. Motion carried.

III. Public Comment: None.

IV. Secretary's Report: The Secretary's Report for September was reviewed and amended. A motion was made by Hilmon to approve the Secretary's Report for September 2019, seconded by Hofman to approve. Motion carried. The Secretary's Report for October was reviewed and amended. A motion was made by Hofman to approve the Secretary's Report for October 2019, seconded by Hilmon to approve. Motion carried. The Secretary's Report for December was reviewed and amended. A motion was made by Andrews to approve the Secretary's Report for December 2019, seconded by Hilmon to approve. Motion carried.

V. Treasurer's Report: Andrews reviewed a copy of the report with the board. The report was received and filed. The December bills were reviewed and discussed. An audit is scheduled to occur before the February 2020 meeting. A motion was made by Hofman, seconded by Hilmon to approve the payment of bills for December. Motion carried.

VI. Director's Report:

- a. **Library Happenings:** White-Owens discussed events that are scheduled for 2020 with community groups and business professionals through March. A local sorority will have a Go Red for Women's Heart Health event in February.
- b. **Library name change:** White-Owens reported that she is collecting bids, updating stationary and completing the necessary steps for a building name change.
- c. **Future home of the Library:** White-Owens stated that the size of the community reported by the 2020 Census will help determine funding available for the current and future library. It was suggested that the Board visits other libraries for ideas on what should be included in new library plans.
- d. **Moving of funds:** White-Owens briefly discussed the status of relocating funds so that all money is properly insured.

VII. Old Business:

- a. **Monthly meetings:** DeLeon stated that as the new President of the Board, the meetings need to be valuable, and board members need to set goals and get them accomplished. The Board discussed how funding for a new building on Gratiot could be obtained by loans, grants or other resources. It was also discussed that members of the community could provide input on a subcommittee and assist Board members with accomplishing the goal of a new library.
- b. **Goals:** DeLeon stated the intent of the Board is to get things done; as the new Board President, DeLeon would like to use 2020 as a timeline for goals that need to be accomplished.

VIII. New Business:

- a. **New Library:** Board members discussed the different ways patrons would utilize the new library and how important the library is at providing an anchor to the community. It was also discussed how the library could meet the needs of the community by asking for their suggestions and participation in committee meetings.
- b. **Committee:** Board members discussed recruiting community members for the library committee and setting a goal of holding the first committee meeting in March. The Board members also discussed the need to focus on priorities, such as improving and upgrading current building.

IX. Next Meeting: The next meeting is March 20th, 2020.

X. Adjournment: On a motion by Andrews, seconded by Hilmon, the meeting adjourned at 7:29 PM.

Submitted by:

Adrienne D. Hilmon

Adrienne D. Hilmon, Secretary