

Jean Waterloo Lenox Township Library Board
Board Meeting Minutes

June 25, 2021

- I) Call to Order: The meeting was called to order by Adrienne Hilmon @ 6:04 pm.
- II) Roll Call:
 - A) Present – Board members: Adrienne Hilmon, Sylvia Steward, Stephanie Martis, Virginia Hofman and Pat Bruen
 - B) Absent – Daniel VanDeKerhove
 - C) Staff – Beth Bogaert
- III) Approval of the Agenda: A motion to approve the agenda was made by Sylvia, seconded by Stephanie. Motion carried
- IV) Public Comments – None
- V) Secretary's Report:
 - A) Spelling of names was corrected as well as deleting Lions from #X
 - B) Motion to approve minutes as correct by Stephanie and seconded by Sylvia. Motion carried
- VI) Treasurer's Report
 - a. May bills were presented and reviewed. Motion by Sylvia and seconded by Stephanie to approve the bills. Motion carried.
 - b. Budget adjustments were presented for board approval
 - i. Moved by Pat and seconded by Stephanie to move \$100 from Supplies to Building Insurance. Motion carried
 - ii. Moved by Sylvia and seconded by Virginia to move \$300 from Supplies to Magazines and Newspapers. Motion carried
 - iii. Moved by Pat and seconded by Stephanie to move \$100 from Supplies to Repairs and Maintenance. Motion carried.
 - iv. Moved by Sylvia and seconded by Virginia to move \$3,500 from Supplies to Equipment (copy machine). Motion carried
 - v. Moved by Stephanie and seconded by Sylvia to move \$150 from Non-print Material to Legal. Motion carried.

- vi. Moved by Virginia and seconded by Stephanie to move \$140 from Non-print Material to Repairs and Maintenance. Motion carried,
 - vii. Moved by Sylvia and seconded by Pat to move \$10 from Non-print Material to Supplies. Motion carried.
- VII) Director's Report:
- a. Beth presented Staff Salary increases for approval. Moved by Sylvia and seconded by Pat to approve increases as presented. Motion carried,
- VIII) President's Report:
- a. Old Business – update on Gratiot property.
 - i. The vehicles have been moved
 - ii. Sylvia suggested Daniel check property to see if there is damage
 - iii. Daniel had a local contractor cut the grass @ \$150.
 - b. New Business – annual December Dinner was discussed
 - i. Motion by Stephanie and seconded by Sylvia to continue the tradition. This will be catered, probably at the library on the second Friday of December
 - ii. Beth will check on caterers and prices
 - c. Committee Reports
 - i. Sylvia reported on the dinner put on by the Lioness' on June 18th at the Imperial House
 - ii. A generous donation of \$300 was presented to the library.
- IX) Announcements – there were none.
- X) Next Meeting is scheduled for September 17, 2021 @ 6:00 pm.
- XI) Meeting adjourned @ 6:43 pm.

Respectfully submitted

Pat Bruen