

**Allegan District Library
Board of Trustees Meeting
May 17, 2021**

Call to Order: The regular monthly board meeting was called to order by Trustee Kiella at 7:01 PM.

Trustees present: Michael Kiella, President
Peter Savage, Vice President
Sue Buese, Secretary
Chris Antkoviak, Treasurer
Kevin Huff, Trustee
Judi McCall, Trustee

Also present: Pamela Armstrong, Director
Devin Erlandson, Assistant Director
Casey Walle, Administrative Assistant
Amanda Standerfer, Standerfer Consulting (via Zoom)
Pam Seabolt and Lissa Krull, MCLS (via Zoom)

Pledge: The Pledge of Allegiance was recited.

Swearing in of new board member Judi McCall: Trustee McCall took the Oath of Office as a member of the Allegan District Library Trustee Board.

Corrections/additions to the agenda, excusing of absences: One addition to the agenda; so noted. One subtraction to the agenda; so noted. Trustee Brown was absent.

Motion: Trustee Huff moved to push the ByLaws Committee First Draft Reading to June meeting, Trustee Savage support. All in favor, passed.

Verification of Quorum: Quorum is present.

Consent Agenda:

Motion: Trustee Antkoviak moved to accept the consent agenda, Trustee Buese support. All in favor, passed.

Public Comment:

1. **Strategic Planning Proposal:** Amanda Standerfer of Standerfer Consulting presented a proposal for strategic planning using the "Learn, Dream, Do" phases outlined in her packet.
2. **Strategic Planning Proposal:** Pam Seabolt and Lissa Krull of MCLS presented a proposal for strategic planning using the "SOAR" framework outlined in their packet.

Action on Committee Reports

1. **Facilities Committee – Strategic Planning Discussion:** Trustees will review the strategic planning consulting proposals and will be ready to select a firm at the June meeting.
2. **Personnel Committee – Director Appraisal Procedure for Trustees:** Trustee Buese reviewed the adjustments made to the procedure. Trustee Antkoviak moved to accept the adjustments to the procedure, Trustee Huff support. All in favor, passed.

3. **Personnel Committee – Recommendation of Salary Line Item Budget for FY 20-21:** Trustee Buese reviewed the Salary Line Budget approved by the Personnel Committee.
4. **Budget and Finance Committee – First reading of Operating Budget FY 20-21:** Trustee Antkoviak presented an overview of the Operating Budget. Trustee Buese moved to accept the first reading of the budget; Trustee Savage support. All in favor, passed. Unanimous decision.
5. **Budget and Finance Committee – Resolution 2021-1: Resolution to Authorize General Obligation Limited Tax and Refunding Bonds, Series 2021:** Trustee Antkoviak presented the Resolution written by Library’s contracted legal firm and supported by the Budget and Finance committee. Trustee Antkoviak moved to accept the Resolution to Authorize General Obligation Limited Tax and Refunding Bonds; Trustee McCall support. Roll call was taken, all in favor, passed.

Action on bills to be paid:

Motion: Trustee Huff moved to pay the April bills and payroll in the amount of \$58,965.17, Trustee Savage support. All in favor, passed.

Communications: None.

Old Business:

1. **Approve Minutes of April Meeting Closed Session:** Trustee Antkoviak moved to accept the minutes of the April Meeting Closed Session; Trustee Huff support. All in favor, passed.

New Business:

1. **Repeal Social Distancing and PPE Policies:** Director Armstong and Assistant Director Erlandson led a discussion on repealing the Social Distancing and PPE Policies and abide by MDHHS and MIOSHA rules and regulations. Trustee Savage moved to repeal the Social Distancing and PPE Policies and follow MDHHS and MIOSHA rules and regulations; Trustee Huff support. All in favor, passed.

Board Member comments: Trustee Kiella thanked everyone for their hard work.

Adjournment: By acclaim the meeting was adjourned at 9:03 pm. Next board meeting is June 21, 2021.

Casey Walle

Administrative Assistant