

**Allegan District Library
Board of Trustees Meeting
June 21, 2021**

Call to Order: The regular monthly board meeting was called to order by Trustee Kiella at 7:08 PM.

Trustees present: Michael Kiella, President
Peter Savage, Vice President
Sue Buese, Secretary
Chris Antkoviak, Treasurer
Christina Brown, Trustee
Judi McCall, Trustee (via Zoom, able to dial in for reasons permitted by the Open Meeting Act)

Also present: Pamela Armstrong, Director
Devin Erlandson, Assistant Director
Casey Walle, Administrative Assistant

Pledge: The Pledge of Allegiance was recited.

Corrections/additions to the agenda, excusing of absences: Trustee Huff absent.

Motion: Trustee Buese moved to excuse Trustee Huff, 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 Brown support. All in favor, passed.

Public Comment: No members of the public present

Budget Hearing

Motion: Trustee Antkoviak moved to open public budget hearing at 7:12 pm, Trustee Savage support. All in favor, passed.

Appropriate notice for the budget hearing was posted. No members of the public were present.

Motion: Trustee Antkoviak moved to close public budget hearing at 7:13 pm, Trustee McCall support. All in favor, passed.

Action on Committee Reports

1. **Budget and Finance Committee: Approval of 2021-2022 Operating Budget.** Trustee Antkoviak presented the 2nd reading of the budget for approval. No changes were made to the budget since the first reading at the May 17, 2021 board meeting.

Motion: Trustee Antkoviak moved to accept the 2021-2022 Operating Budget, Trustee Brown support. Roll call vote was taken, all in favor, Budget approved.

2. **Budget & Finance Committee – Amend 2020-2021 Operating Budget:** Director Armstrong presented the proposed amendments to the 2020-2021 Operating Budget.

Motion: Trustee Antkoviak moved to accept the amended 2020-2021 Operating Budget, Trustee Savage support. Roll call vote was taken, all in favor, Budget approved.

3. Bylaws Committee: Draft Bylaws First Reading: Trustee Savage presented the first reading of the Bylaws draft. Discussion.

Motion: Trustee Savage moved to accept the First Reading of Bylaws draft and add Second Reading to the July 19 board meeting, Trustee Buese support. Roll call vote was taken, all in favor, approved.

Action on bills to be paid:

Motion: Trustee Antkoviak moved to pay the May bills and payroll in the amount of \$61,734.36, Trustee McCall support. All in favor, passed.

Communications: None.

Old Business:

1. Strategic Planning Firm Selection: Trustees discussed the pros and cons of the two firms. Roll call poll was taken, all in favor of Fast Forward Libraries.

Motion: Trustee Antkoviak moved to select and hire Fast Forward Libraries Option One, with the condition that the total for services shall not go above \$17,350, Trustee Buese support. Roll call was taken, all in favor, approved.

New Business: None.

Board Member comments: Trustee Savage stated that he was happy with the decision made based on the discussion of the different firms. Trustee Brown noted that she was closing on two houses and that it may be her last board meeting. She thanked everyone for accepting her into the role she of Trustee. Assistant Director Erlandson shared that she is excited for the Strategic Planning. Director Armstrong noted that the MDHHS orders have been lifted. The staff is being trained regarding normal operating routines and meeting rooms, with the expectation that everything will be available by July 6. Director Armstrong also noted that the MIOSHA guidelines for staff had not changed with the MDHHS orders. Trustee McCall thanked everyone for accommodating her via Zoom. Trustee Kiella thanked everyone and stated he was grateful for their effort.

Adjournment: By acclaim the meeting was adjourned at 8:25 pm. Next board meeting is July 19, 2021.

Casey Walle

Administrative Assistant