

**Allegan District Library  
Board of Trustees Meeting  
September 20, 2021**

**Call to Order:** The regular monthly board meeting was called to order by Trustee Kiella at 7:00 PM.

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

Also present: Pamela Armstrong, Director  
Devin Erlandson, Assistant Director  
Casey Walle, Administrative Assistant  
Jason Mitchell, Auditor, Vredeveld Haefner

**Pledge:** The Pledge of Allegiance was recited.

**Corrections/additions to the agenda, excusing of absences:** One addition to the agenda after New Business, Closed Session to Review Employee Work Agreement. One correction to the August Board Minutes under Board Member Comments, in the second to last sentence the misplaced name Armstrong was changed to Erlandson.

**Motion:** Trustee McCall moved to approve the addition and correction to agenda, Trustee Buese support. All in favor, passed.

**Verification of Quorum:** Quorum is present.

**Consent Agenda:**

**Motion:** Trustee Huff moved to accept the amended consent agenda and correction to the August Board Minutes, Trustee Savage support. All in favor, passed.

**Public Comment:** .

**1. Presentation of the 2020/2021 Audit Report:** Jason Mitchell of Vredeveld Haefner LLC presented his findings to the board. The audit was clean, with no findings. Jason commented on the excellent preparation and communication for the audit amongst the Board, Director and Assistant Director, and accounting firm.

**Action on Committee Reports: None.**

**Action on bills to be paid:**

**Motion:** Trustee Antkoviak moved to pay the August bills and payroll in the amount of \$46,090.10, Trustee Savage support. All in favor, passed.

**Communications:** None.

**Old Business:**

1. **Strategic Planning Board Session:** Director Armstrong reminded the Board of the Strategic Planning Meeting; which will take place September 29, 5:30PM. She noted that the Staff Session with Amanda Standerfer of Fast Forward Libraries went well. Director Armstrong reviewed the focus of the session and questions to consider in preparation of the meeting.

**New Business:**

1. **Remand any applicable audit findings to appropriate Committee:** Based on audit review, Trustee Kiella stated there were no findings to remand to Committees.

**Closed Session to Review Employee Work Agreement:**

**Motion:** Trustee Huff moved to go into Closed Session. Trustee Antkoviak seconded. Roll call vote was taken, all in favor, motion passed.

The open meeting resumed at 8:35pm.

**Motion:** Trustee Kiella moved to accept the minutes of the Closed Session as read. Trustee McCall support. Minutes of Closed Session were unanimously approved.

**Adjournment:** By acclaim the meeting was adjourned at 8:37 pm. Next board meeting is October 18, 2021.

Casey Walle

Administrative Assistant