

**Allegan District Library
Board of Trustees Meeting
March 15, 2021**

Call to Order: The regular monthly board meeting was called to order by Trustee Kiella at 7:05 PM.

Trustees present: Michael Kiella, President
Peter Savage, Vice President
Sue Buese, Secretary
Chris Antkoviak, Treasurer (via Zoom)
Kevin Huff, Trustee
Keith Behm, Trustee
Christina Brown, Trustee

Also present: Pamela Armstrong, Director
Devin Erlandson, Assistant Director
Casey Walle, Administrative Assistant
Paul Stauder, PFM (via Zoom)

Pledge: The Pledge of Allegiance was recited.

Corrections/additions to the agenda, excusing of absences: One addition to the agenda; so noted.

Verification of Quorum: Quorum is present.

Consent Agenda:

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

Public Comment:

1. **Municipal Advisor Overview:** Paul Stauder of PFM presented an overview of potential services and interest rates for potential bond refinance. A straw poll was conducted to have the Finance Committee make a recommendation on how to proceed for the April 19 meeting, all in favor.

Action on Committee Reports

1. **Personnel Committee – Director Evaluation Report:** Trustee Buese requested that Trustees return completed reports by April 2.
2. **Facilities Committee – Saturday, July 3 Closure:** Trustee Behm recommended that the library be closed on Saturday, July 3, because July 4 falls on a Sunday this year.
Motion: Trustee Huff moved to close Saturday, July 3, Buese support. All in favor, passed.
3. **By-laws Committee – Progress Report:** Trustee Buese reported that a first draft of the By-Laws will be ready for the April 19 meeting.
4. **Planned Giving Committee—Rescind Resolution 2018-2 “Resolution to Establish Endowment Program”:** Trustees discussed the renaming of the committee and program from Endowment to Planned Giving. By rescinding Resolution 2018-2, the Planned Giving Committee is able to set up an account that is effective and accessible when funds are needed.

Motion: Trustee Behm moved to Rescind Resolution 2018-2 “Resolution to Establish Endowment Program”, Savage support. All in favor, passed.

Action on bills to be paid:

Motion: Trustee Huff moved to pay the February bills and payroll in the amount of \$44,931.43, Trustee Savage support. All in favor, passed.

Communications: Trustee Buese presented a letter and accompanying documents outlining election of officers for the Michigan Township Participating Plan. Trustees discussed current aspirations and commitments in consideration of serving on the Michigan Township Participating Plan Board, no volunteers for this term.

Old Business:

1. **Library Re-Opening Report:** Director Armstrong led a discussion with the Trustees about how Staff and patrons are handling the current phase of re-opening. She conveyed concerns about patrons taking off their masks and stress that it has caused in the staff, but noted things were just okay.

New Business:

1. **City of Allegan Social District:** Trustees discussed boundaries of the Social District and Commons Area with a highlighted map provided by the city. Director Armstrong explained that in a meeting with the city manager, it was made clear that there is no correlation between the Social District and the Library. Trustees discussed the possible need for signage of boundaries.
2. **Legal Notices for Public Hearing and Industrial Facilities Exemptions Certificate:** Trustee Kiella shared a copy of his meeting notes with Steve Shulz, the Allegan Township Supervisor. He explained that the loss of tax income for 10 years (from this piece of property) would amount to approximately \$640. A straw poll was conducted to have Trustee Kiella attend the public hearing and speak if need be, all in favor.

Board Member comments:

Trustee Behm communicated that he has sold his house and would be looking for a new home in the district. He stressed how important serving on the Board has been for him, and that he will keep in touch with Trustee Kiella about specifics. Trustee Kiella conveyed that there is an indeterminate amount of time for a trustee to find housing within the district, and that Trustee Behm is not required to resign immediately. Trustee Brown shared that she has accepted a new position, put her house on the market, and will be moving out of state. Trustee Antkoviak thanked everyone for accommodating his virtual presence. Trustee Buese reminded Trustees to return evaluations by April 2. Trustee Savage noted that the newsletter looks good, but has room for growth. Director Armstrong thanked everyone for their good work. Trustee Kiella mentioned the gains made by Melissa O’Sickey in her outreach to the middle school. He also stated that there would be a press release coming out shortly about internet connectivity along the riverfront.

Adjournment: By acclaim the meeting was adjourned at 8:47 pm. Next board meeting is April 19, 2021.

Casey Walle

Administrative Assistant