

**Allegan District Library  
Board of Trustees  
November 18, 2019**

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

Trustees present: Michael Kiella  
Sue Buese  
Kevin Huff  
Marty McLeod  
Keith Behm  
Peter Savage  
Chris Antkoviak

Also present: Ryan Deery, Director  
Devin Erlandson, Assistant Director  
Billie Spicer, Administrative Assistant

**Pledge:** Pledge of Allegiance was recited by all present.

**Corrections/additions to the agenda, excusing of absences:** None.

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

**Consent Agenda:**

**Motion:** Trustee McLeod moved to accept the consent agenda items, Trustee Behm support, passed.

**Public Comment:** None

**Action on Committee Reports:**

**1. Community Art Display Policy and Application; Motion; Huff 10 minutes**

Trustee Huff communicated what space in the library would be utilized for the art display, the artist's and library's responsibilities, guidelines of what may and may not be displayed, as well as what is laid out in the display application & contract. This policy fulfills the community's request for the library to demonstrate and support local artists.

**Motion:** Trustee Huff moved to approve the Community Art Display Policy and Application, Trustee Savage support, passed.

**Action on bills to be paid:**

**Motion:** Trustee Antkoviak moved to pay the November bills and payroll in the amount of \$56,126.62, Trustee Huff support, passed.

**Communications:** None.

**Old Business:** None.

### **New Business:**

1. **Election of Officers for 2020; Discussion; Motion; Buese; 15 minutes**

A discussion about Article III:Section 1 of the bylaws occurred on whether the Board should put term limits on an officer's length of service, if they should suspend the current term limits for one year, or if they should amend the bylaws. Trustee Antkoviak suggest that more thought should be put into how officers are selected and a process put in place before the bylaws are amended.

**Motion:** Trustee Buese moved to suspend the current term limits on the officers of the board for one year, Trustee Savage support. The motion passed with 6 votes in favor and 1 against.

2. **Trustee's Secure Filing Cabinet; Background; Remand to Facilities Committee; Kiella; 5 minutes**

The Board discussed acquiring a lockable file cabinet to secure board sensitive documents. President Kiella asked that the topic of creating a secure filing system be remanded to the Facilities Committee who will address the storage of previous documents, current documents, and a retention schedule.

3. **December Board Meeting festivities; Discussion; Kiella; 5 minutes**

To celebrate the holiday season board meeting attendees will contribute to a potluck dinner. The December meeting will also be moved from its current location to the Children's Programming Room.

### **Board Comments:**

- Trustee Huff thanked the Board for supporting the new Community Art Display policy.
- Trustee Antkoviak is looking forward to seeing the new roof go up in January.
- Trustee McLeod likes that the new dress code can deviate at times to make the library more inviting.
- Trustee Behm likes that the library is becoming more involved in the Art Hop.
- Trustee Kiella:
  1. Acknowledged the Directors for their level of preparation in writing the Community Art Display Policy.
  2. Is interested in seeing how the roof replacement goes.
  3. Asked board members to think about if they would like to volunteer to work on a new strategic plan.
  4. Asked the Endowment Committee to begin creating a structure for how the endowment fund will work.
- Trustee Savage stated that being on the library board has sensitized him to libraries all over.
- Director Deery is excited for this year's Art Hop.
- Assistant Director Erlandson highlighted that the library will have the Allegan city police here to train staff on how to handle confrontations and armed assailants at the next Staff In-Service Day on December 9.

### **Adjournment**

By acclaim the meeting was adjourned at 8:04 PM. Next board meeting is December 16, 2019.

Billie Spicer  
Administrative Assistant