

**Allegan District Library
Board of Trustees Meeting
November 21, 2022**

Call to Order: The regular monthly board meeting was called to order by Trustee Buese at 6:29 PM.

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

Also present: Pam 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: None.

Verification of Quorum: Quorum is present.

1. **Consent Agenda:** One addition to the agenda, under New Business—Procedure to Elect Executive Board Seats.

Motion: Trustee Kiella moved to accept the Consent Agenda with addition of the item to New Business, Trustee McCall support. All in favor, passed.

Public Comment: None.

Action on Committee Reports:

1. **Facilities Committee -- Collection Development Policy:** Trustee McCall presented the Collection Development Policy. Discussion.

Motion: Trustee McCall moved to approve the Collection Development Policy, Trustee Kiella support. All in favor, passed.

2. **Facilities Committee -- Loan Policy:** Trustee Antkoviak reviewed the changes made to the Loan Policy. Discussion.

Motion: Trustee Antkoviak moved to accept the changes made to the Loan Policy, Trustee McCall support. All in favor, passed.

3. **Facilities Committee – Friends of the Library Mission Statement:** Trustee Huff presented the Friends of the Library Mission Statement. Discussion.

Motion: Trustee Huff moved to approve the Friends of the Library Mission Statement, Trustee Savage support. All in favor, passed.

- 4. Planned Giving Committee – Gifts and Donations Policy:** Trustee Savage presented the changes to Gifts and Donations Policy. Discussion.

Motion: Trustee Savage moved to accept the changes to the Gifts and Donations Policy, Trustee Kiella support. All in favor, passed.

Action on bills to be paid:

Motion: Trustee Savage moved to pay the October bills in the amount of \$85,910.47, Trustee McCall support. All in favor, passed.

Communications: Director Armstrong shared that she has been establishing rapport with the local police department-- welcoming regular walkthroughs by the uniformed officers.

Old Business: None.

New Business:

- 1. Holiday Treats at December Meeting:** Trustee Buese stated that the December meeting shall follow in the tradition of potluck style treats. The incoming board members have been invited to attend.
- 2. Procedure to Elect Executive Board Seats:** Trustee Buese asked that board members interested in executive board seats communicate with Trustee McDaniel so that their appeal is entertained at the December meeting. Additionally, she encouraged outgoing board members to opt for an exit interview.

Board Member Comments:

Trustee McCall shared that on December 9th, downtown will be having Art Hop – ADL will be hosting a local artist, Santa, and reindeer. Board members conversed about partnerships. Trustee Kiella congratulated Assistant Director Erlandson on her certificate awarded by the University of Georgia for her completion of a budgeting course. Assistant Director Erlandson thanked Trustee Kiella and stated that she enjoyed the course. Trustee Kiella also congratulated Trustee Buese and McCall on their re-election and thanked them for the continuity that comes with their presence on the board.

Adjournment: Trustee McCall moved to close the meeting, Trustee Kiella support. All in favor, adjourned at 7:20 PM.

Next regular board meeting is December 19, 2022.

Casey Walle,

Administrative Assistant