

**Allegan District Library
Board of Trustees Meeting
January 16, 2023**

Call to Order: The regular monthly board meeting was called to order by Trustee Buese at 6:27 PM.

Trustees present: Sue Buese
Judi McCall
Peter Savage
MartyRose McLeod
Michael Kiella
Carol Doeringer

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:

Motion: Trustee Kiella moved to accept the Consent Agenda, Trustee McCall support. All in favor, passed.

Public Comment:

- 1. Board Member Application for Appointment from Jennifer Conrad:** Trustee Buese reviewed the application materials provided by Conrad. Discussion.

Motion: Trustee McLeod moved to appoint Conrad, Trustee Kiella support. All in favor, passed.

Action on Committee Reports:

- 1. Personnel Committee – Calendar Year 2022 Retirement Disbursement:** Trustee Buese presented the amount to be distributed for calendar year 2022.

Motion: Trustee Kiella moved to approve the Calendar Year 2022 Retirement Disbursement, Trustee McCall support. All in favor, passed

- 2. Personnel Committee – 7.14 Sick Time:** Trustee McLeod presented the revision of the Sick Time Policy to align with the Michigan Earned Sick Time Act.

Motion: Trustee McCall moved to approve the revised Sick Time Policy, Trustee Kiella support. All in favor, passed.

- 3. Budget & Finance Committee – Amazon Business Prime American Express Card:** Trustee Savage presented the intention to obtain an Amazon Business Prime AMEX card. Discussion.

Motion: Trustee McLeod moved to obtain an Amazon Business Prime AMEX card, Trustee Kiella support. All in favor, passed.

Action on bills to be paid:

Motion: Trustee Savage moved to pay the December bills in the amount of \$15,036.82, Trustee Doeringer support. All in favor, passed.

Communications: None.

Old Business:

- 1. 2023 Board Executive Committee Nominations and Vote:** Trustee Buese presented the nominations for the Executive Committee.

Motion: Trustee Kiella moved to close the nominations for President (Buese), Vice President (McCall), and Treasurer (Savage) and cast a unanimous vote to approve the slate. Trustee McLeod support. All in favor, seats of President, Vice President, and Treasurer approved.

The nominees for Secretary included Trustee Kiella and McLeod. Trustee Kiella shared via email a written appeal for the position. Trustee McLeod read aloud her appeal for the position. A show of hands vote was conducted. Trustee Kiella received one vote. Trustee McLeod received five votes.

Motion: Trustee Buese moved to accept Trustee McLeod as Secretary, Trustee McCall support. All in favor, seat of Secretary approved.

- 2. Sign Whistleblower Policy -- Secretary and President:** Trustee McLeod and Buese signed the Whistleblower Policy.

New Business:

- 1. Set 2023 Board Meeting Calendar Dates:** Trustees discussed preferred dates and times for Board Meetings.

Motion: Trustee McCall moved to set Board Meetings on the 3rd Tuesday of the month at 6:00 pm, Trustee McLeod support. All in favor, passed.

Board Member Comments:

Trustee McLeod stated that she is excited to be back on the Board. Trustee Savage noted that the Vision Committee sounds interesting and would like to see additional health screening devices added to the Library. Trustee Kiella expressed that a look at Tiger Tales (per suggestion of Trustee Conrad) might be a worthy endeavor.

Adjournment: Trustee McCall moved to close the meeting, Trustee Savage support. All in favor, adjourned at 7:02 PM.

Next regular board meeting is February 21, 2023

Casey Walle,

Administrative Assistant