

**Allegan District Library
Board of Trustees Meeting
January 16, 2024**

Call to Order: The regular monthly board meeting was called to order by Trustee Buese at 5:58 PM.

Trustees present: Sue Buese, President
Judi McCall, Vice President
Peter Savage, Treasurer
MartyRose McLeod, Secretary
Michael Kiella, Trustee
Carol Doeringer, Trustee
Jen Conrad, 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:

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

Verification of Quorum: Quorum is present.

Consent Agenda:

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

Action on Committee Reports:

1. **Personnel Committee – Calendar Year 2023 Retirement Disbursement:** Trustee Buese presented the amount to be distributed for calendar year 2023.

Motion: Trustee McCall moved to approve the Calendar Year 2023 Retirement Disbursement, Trustee Kiella support. All in favor, passed.

Action on bills to be paid:

Motion: Trustee Savage moved to pay the December bills and payroll in the amount of \$57,501.65, Trustee McLeod support. All in favor, passed.

Communications: None.

Old Business:

1. **2024 Board Officer Nominations and Vote:** Trustee Buese presented the nominations for Slate of Board Officers as follows:
President: Buese
Vice President: McCall
Treasurer: Savage
Secretary: McLeod

Motion: Trustee McLeod moved to accept the 2024 Slate of officers, Trustee Conrad support. All in favor, passed.

2. **2024 Committee Assignments:** Trustee Buese recharged the Committee Assignments for 2024.
3. **Sign Whistleblower Policy:** Trustee McLeod and Buese signed the Whistleblower Policy.

Motion: Trustee McCall moved to accept the signing of the Whistleblower Policy authorizing the President to act as Whistleblower and use the policy accordingly, Trustee McLeod support. All in favor, passed.

New Business:

1. **Set 2024 Board Meeting Calendar Dates:** Trustees discussed preferred dates and times for Board Meetings.

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

2. **Possible Board Workshop with Clare Membiela of the Library of Michigan:** Trustee Buese presented the option to have a Board Workshop with Clare Membiela. Discussion.

Board Member Comments:

Trustee Buese conveyed that she had followed up with a community member in reference to Bulletin Board Policy. Director Armstrong shared that the Circulation desk will be installed the beginning of February. Trustee Savage inquired about snow days and facilities issues due to the abundance of snow. Director Armstrong replied that there is an Emergency Closure Policy in

place and that the outside drop-box being frozen and inaccessible was the current facilities issue at hand.

Adjournment: Trustee McCall moved to close the meeting, Trustee Kiella support. All in favor, adjourned at 6:24 pm.

Next regular board meeting is February 20, 2024

Casey Walle,
Administrative Assistant