

**Allegan District Library
Board of Trustees Meeting
July 18, 2022**

Call to Order: The regular monthly board meeting was called to order by Trustee Buese at 6:28 PM.

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

Also present: Devin Erlandson, Assistant Director
Casey Walle, Administrative Assistant
Krista Major, Youth Services Librarian
Tim Hutchens, CPA, P.C.

Pledge: The Pledge of Allegiance was recited.

Corrections/additions to the agenda, excusing of absences: Trustee Kiella absent; requested to be excused.

Motion: Trustee McCall moved to excuse Trustee Kiella, Trustee Huff support. All in favor, passed.

Verification of Quorum: Quorum is present.

1. **Consent Agenda:** Two additions to the agenda, Planned Giving Committee Minutes and page three of the Prospectus for Annual Audit.

Motion: Trustee Savage moved to accept additions of Planned Giving Committee Minutes and page three of the Prospectus for Annual Audit to the Consent Agenda, Trustee McCall support. All in favor, passed.

Public Comment:

1. **Timothy Hutchens, CPA, P.C. – Introduction:** Timothy Hutchens introduced himself and thanked the board for inviting him to do so.
2. **Krista Major, Youth Services Librarian – Introduction:** Krista Major introduced herself to the Trustees.

Action on Committee Reports:

1. **Facilities Committee – Social Media Policy:** Trustee Huff reviewed the proposed minor changes to the Social Media Policy.

Motion: Trustee Huff Moved to accept the proposed changes to the Social Media Policy, Trustee McCall support. All in favor, passed.

2. **Facilities Committee – Public Relations Policy:** Trustee Antkoviak reviewed the proposed changes to the Public Relations Policy.

Motion: Trustee Antkoviak moved to accept the proposed changes to the Public Relations Policy, Trustee Huff support. All in favor, passed.

3. **Facilities Committee – Board Photo at August Meeting:** Trustee Antkoviak communicated that at the August Meeting, a Board photo would be taken.

4. **Budget and Finance Committee – Investment Policy:** Trustee Savage presented the Investment Policy with expanded term definitions.

Motion: Trustee Savage moved to approve the Investment Policy with expanded definitions, Trustee McCall support. All in favor, passed.

Action on bills to be paid:

Motion: Trustee Savage moved to pay the June bills and payroll in the amount of \$68,272.46, Trustee Antkoviak support. All in favor, passed.

Communications: None.

Old Business: None.

New Business:

1. **L-4029:** Assistant Director Erlandson presented the L-4029 for approval and signing.

Motion: Trustee Antkoviak moved to approve the L-4029, Trustee Savage support. All in favor, passed.

2. **Receive Governmental Audit (Vredeveltdt-Haefner) Prospectus for Annual Audit:** Trustee Buese presented the Prospectus for Annual Audit and distributed the Audit Questionnaire to Trustees with instructions on how to return it.

Motion: Trustee McCall moved to accept the Prospectus for Annual Audit, Trustee Huff support. All in favor, passed.

Board Member Comments:

Trustee McDaniel shared her praise for Mary of Member Services fame. She noted how much she appreciated communicating with her about different books and genres. Trustee Savage commended Director Armstrong's new role as President of the Rotary and noted that reaching out and service to the community reflects well. Trustee McCall shared that the Allegan Arts Council will be painting a new mural on the side of On the Grid during sidewalk sales downtown and invited people to sign up to help paint. Trustee Buese reminded the Trustees about the

Friends bookmark contest. She noted how much she appreciated the structure of the Director's Report and Director Armstrong's ability to illustrate alignment with the Strategic Plan. Additionally, she applauded Librarian Major's contribution to programs.

Adjournment: Trustee Huff moved to close the meeting, Trustee Antkoviak support. All in favor, adjourned at 7:02 pm.

Next regular board meeting is August 15, 2022.

Casey Walle

Administrative Assistant