

**Allegan District Library
Board of Trustees Meeting
August 15, 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
Michael Kiella, Trustee
Chris Antkowiak, Trustee

Also present: Pam Armstrong, Director
Devin Erlandson, Assistant Director
Casey Walle, Administrative Assistant

Public: Sally Anderson, Cheshire Township Resident

Pledge: The Pledge of Allegiance was recited.

Corrections/additions to the agenda, excusing of absences: One addition to the agenda, Planned Giving Committee Minutes under New Business.

Motion: Trustee Kiella moved to accept the addition of Planned Giving Committee Minutes, Trustee McCall support. All in favor, passed.

Verification of Quorum: Quorum is present.

1. **Consent Agenda:** One addition to the agenda, Planned Giving Committee Minutes.

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

Public Comment:

1. **Sally Anderson:** Sally Anderson of Cheshire Township introduced herself and provided comments.

Action on Committee Reports:

1. **Facilities Committee – Photography and Videography Policy:** Trustee McCall reviewed the proposed changes to the Photography Policy to include Videography. Discussion.

Motion: Trustee McCall moved to accept the amendments to the Photography and Videography Policy, Trustee Huff support. All in favor, passed.

2. **Budget & Finance Committee – Credit Card Policy:** Trustee Savage presented the Credit Card Policy. Discussion.

Motion: Trustee Savage moved to accept the Credit Card Policy, Trustee Kiella support. All in favor, passed.

3. **Budget and Finance Committee – Competitive Bidding Policy:** Trustee Savage presented the Competitive Bidding Policy. Discussion.

Motion: Trustee Savage moved to approve the Competitive Bidding Policy, Trustee Kiella support. All in favor, passed.

Action on bills to be paid:

Motion: Trustee Kiella moved to pay the July bills and payroll in the amount of \$55,253.65, Trustee McCall support. All in favor, passed.

Communications: Director Armstrong shared an email concerning a group reservation for one of the meeting rooms. Director Armstrong communicated her response to the concerned patron with attachments of the Meeting Room Policy and schedule.

Old Business:

1. **Board Photo:** Tabled until September Meeting.

New Business:

1. **Planned Giving Minutes:** Trustee Savage presented the Planned Giving Minutes and asked that Trustees brainstorm ideas of directions on which to focus. Trustee Kiella shared the research questions and methods he is conducting on the matter.

Board Member Comments:

Trustee Antkoviak prompted a conversation about the Riverfront project with questions about the plans and timeline. Discussion followed. Trustee Savage asked a question about social media; Director Armstrong and Assistant Director Erlandson assured Trustee Savage that our Social Media Policy covers the issues of which he is concerned.

Adjournment: Trustee Kiella moved to close the meeting, Trustee McCall support. All in favor, adjourned at 7:14 pm.

Next regular board meeting is September 19, 2022.

Casey Walle,

Administrative Assistant