

Marshall District Library
Board of Directors
Regular Meeting
January 10, 2023

The regular meeting of the Marshall District Library was called to order by President Ann Fitzpatrick at 7:04 pm.

Roll call was read by Secretary, Joanne Davis.

Members present: Ann Fitzpatrick, Kara Boughton, Mary Fountain, Martha Frohm, Gerry Marshall, MJ Harting-Minkwic, and Joanne Davis

Members Absent: None

Others present: Angela Semifero, Carol Bagi, Doreen Boyer, Matt Holland (by zoom)

President Ann Fitzpatrick led the group in the Pledge of Allegiance.

Approval of Agenda:

Kara Boughton made a motion to approve the agenda with the amendment of the January 10, 2023 meeting, supported by MJ Harting-Minkwic. Motion carried.

An amendment was added to the agenda to include Brenda Jones tuition reimbursement to discuss in new business.

Approval of Minutes:

A motion to approve the minutes from December 13, 2022 made by MJ Harting-Minkic, supported by Martha Frohm. Motion carried.

Financial Report: Treasurer M.J. Harting-Minkwic previously reviewed the bills.

Bills: M.J. Harting-Minkwic made a motion to approve the December 6, 2022 through January 3, 2023 bills in the amount of \$77,958.99. All present voted yes.

2021-2022 Audit Presentation:

The auditor, Matt Holland, discussed that there were no deficit fund balances, no material budget deficiencies, and issued an unmodified opinion which is the highest level of assurance.

Discussion:

None

Library Directors Report:

December was quite quiet at the library.

As of January 1, 2023, the autorenewals was put into place for patrons. Patrons also can choose text messaging or email as their notification preference instead of a printed receipt.

January started Happy Camp, which will promote a cozy winter with comforting programs.

Committee Reports:

- Building and Site – did not meet
- Finance- did meet. Will meet February 14, 2023 at 6:45 pm.
- Personnel- did not meet
- Policy- did meet.

Unfinished business: None

New Business:

Financial Policy

Joanne Davis made a motion to approve the revised financial policy section V on behalf of the policy board. All present voted yes.

Discussion:

Chemical Bank was mentioned in the financial policy section V which the library no longer uses to conduct business. The financial policy will be updated to the correct banks.

Code of Conduct Policy

Joanne Davis made a motion to approve the revised code of conduct policy section VIII on behalf of the policy board. All present voted yes.

Personnel Policy

Joanne Davis made a motion to approve the revised personnel policy section VI on behalf of the policy board. All present voted yes.

Collection Development Policy

Joanne Davis made a motion to approve the revised collection development policy section III on behalf of the policy board. All present voted yes.

Mid-Year Budget Amendments

Mary Fountain made a motion to approve the mid-year budget amendments, supported by Kara Boughton. Motion carried. All present voted yes.

Tuition Re-imbusement

MJ Harting-Minkwic made a motion to approve the tuition reimbursement for Brenda Jones, supported by Mary Fountain. Motion carried. All present voted yes.

Comments from board members:

None

Comments from the public:

None

Meeting adjourned at 7:59 pm. The next meeting will be February 14, 2023.

Respectfully submitted,
Joanne Davis, Secretary