

**GRAND LEDGE AREA DISTRICT LIBRARY BOARD**  
**Approved Minutes of the April 23, 2019 Regular Meeting**

Call to Order: 7:05 p.m.

Present: Evans, J. Garthe, Hogan, Jeffery, Kane; Mitchell, Library Director

Absent: K. Garthe and Parks

Pledge of Allegiance: Recited

Public Comment: None

Approval of Agenda:

Motion by Hogan, support by Jeffery, to approve the agenda as presented.  
Motion Carried.

Minutes of the March 26, 2019, Regular Meeting:

Motion by Jeffery, support by Hogan, to approve the minutes as presented.  
Motion Carried.

Financial Reports for March, 2019 and Approval of Bills:

Motion by J. Garthe, support by Jeffery, to approve the Revenue and Expenditure Sheets for March 2019 and approval of bills, including sequencing of checks numbered 17786 through 17802 and 13 electronic transfers for a total expenditure of \$31,648.55. Motion Carried.

Correspondence: None

Comments:

- a. President: Informational
- b. Downtown Development Authority (DDA): Informational

Director's Report:

- a. Programing Update: Informational
- b. FY 2019-2020 Draft Budget: Discussion
- c. Watertown Township Update: Informational

Committee Reports: None

Unfinished Business:

- a. Policy Updates:  
Motion by J. Garthe, support by Jeffery, to approve Policy 701- Purchasing Policy as amended. Motion Carried.

Motion by Evans, support by J. Garthe, to approve Policy 702 – Library Credit Card Policy as amended. Motion Carried.

Motion by Hogan, support by Evans, to approve Policy 706 – Fixed Asset Capitalization Policy as amended. Motion Carried.

The following policies were reviewed: 703, 704, 705 and 707.

New Business: None

Board Commentary: Informational

Adjournment:

Motion by Hogan, support by Jeffery, to adjourn the meeting. Motion Carried.

Meeting Adjourned at 7:58 p.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Jeanne Garthe".

Jeanne A. Garthe, Secretary