

GRAND LEDGE AREA DISTRICT LIBRARY BOARD
Approved Minutes of the June 27, 2023 Regular Meeting

Call to Order: 7:05 p.m.

Present: J. Garthe, K. Garthe, Henretty, Herrst, Holck, Schiller; Mitchell, Library Director
Absent: Jeffery - Excused

Pledge of Allegiance: Recited

Public Comment: None

Approval of Agenda:

Motion by Herrst, support by Henretty, to approve the agenda as presented.
Motion Carried.

Minutes of the May 30, 2023 Meeting:

Motion by Henretty, support by Herrst, to approve the minutes as presented.
Motion Carried.

Financial Reports for May 2023 and Approval of Bills:

Motion by K. Garthe, support by Holck, to approve the Revenue and Expenditure sheets for May 2023 and approval of bills, including sequencing of checks numbered 20000 through 20033 and 14 electronic transfers for a total expenditure of \$111,762.20. Motion Carried.

Correspondence:

Thank you letter from Sarah Anthony, State Senator-21st District.
Thank you poster for Willow Ridge 1st graders
Apology note from a young patron.

Comments:

- a. President's: Informational
- b. Woodlands Cooperative: Informational
- c. Downtown Development Authority: Informational

Director's Report:

- a. Programming Update: Informational
- b. Banking Update: Informational
- c. Year-End Budget Adjustments FY2022-2023:
Motion by Schiller, support by Henretty, to authorize Lise Mitchell to make any FY2022-2023 budget adjustments across cost centers needed to balance the budget. Motion Carried.
- d. Woodlands Library Cooperative Contract Renewal:
Motion by Herrst, support by Schiller, to authorize Lise Mitchell to sign the contract renewal with the Woodlands Library Cooperative. Motion Carried.

Committee Reports:

- a. Budget Committee:
Motion by Henretty, support by J. Garthe, to accept the proposed wage increases for the staff and Library Director as presented to take effect with the first full pay period in July. Motion Carried.
- b. Building Committee: Informational
- c. Tax Capture Committee:
Motion by K. Garthe, support by Schiller, to authorize presenting Library Proposal, version 3 with revised changes to the City of Grand Ledge/DDA. Motion Carried.

Unfinished Business: None

New Business:

- a. Authorizations of Payment for June through August 2023:
Motion by K. Garthe, support by Herrst, to authorize payment of appropriated amounts and payroll, including related payroll taxes, prior to approval to avoid finance or late charges during the months of June through August 2023. Motion Carried.
- b. Library Board Meeting Dates for 2023-2024:
Motion by Henretty, support by J. Garthe, to approve the meeting dates for 2023-2024 as presented. Motion Carried.
- c. Board Officers for 2023-2024: Postponed to September meeting.

Board Commentary: Informational

Adjournment:

Motion by Herrst, support by J. Garthe, to adjourn the meeting. Motion Carried.
Meeting Adjourned at 8:20 p.m.

Respectfully Submitted,



Jeanne A. Garthe, Secretary