

GRAND LEDGE AREA DISTRICT LIBRARY BOARD
Proposed Minutes of the June 25, 2024 Regular Meeting

Call to Order: 700 p.m.

Present: J. Garthe, K. Garthe, Herrst, Yearling; Mitchell, Library Director
Absent: Henretty and Holck (Excused)

Pledge of Allegiance: Recited

Public Comment: None

Approval of Agenda:

Motion by Yearling, support by Schiller, to approve the agenda as presented, with the following addition: Director's Report - f. Library of Things Lending Policy, No. 406. Motion Carried.

Minutes of the May 28, 2024 Regular Meeting:

Motion by Schiller, support by Yearling, to approve the minutes as presented. Motion Carried.

Correspondence: None

Comments:

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

Financial Reports for May 2024 and Approval of Bills:

Motion by K. Garthe, support by Schiller, to approve the Revenue and Expenditure Sheets for May 2024 and approval of bills, including Sequencing of checks numbered 20296 through 20335 and 21 electronic transfers for a total expenditure \$89,883.43. Motion Carried.

Director's Report:

- a. Programming Update: Informational
- b. Banking Update: Informational
- c. Year-End Budget Adjustments FY2023-2024:
Motion by J. Garthe, support by Schiller, to authorize GLADL Director, Lise Mitchell, to make any FY 2023-2024 budget adjustments across cost centers needed to balance the budget. Motion Carried.
- d. Woodlands Library Cooperative Contract Renewal:
Motion by J. Garthe, support by Yearling, to authorize the GLADL Director, Lise Mitchell, to sign the contract renewal with the Woodlands Library Cooperative. Motion Carried.
- e. Election Information: Informational

Committee Reports:

- a. Budget Committee:
Motion by J. Garthe, support by Schiller, to approve a 2% wage increases for the GLADL Staff and the GLADL Director to take effect with the first full pay period in July. Motion Carried.
- b. Building Committee:
Motion by Schiller, support by Yearling, for the GLADL Director, Lise Mitchell, to proceed with the building projects, as discussed, with a budget not to exceed \$20,000.00. Motion Carried.
- c. Tax Capture Committee:
Motion by K. Garthe, support by Schiller, to authorize the GLADL Director, Lise Mitchell, to sign the agreement with the City of Grand Ledge and the Grand Ledge Downtown Development Authority, dated June 25, 2024. Motion Carried.

Unfinished Business: None

New Business:

- a. Authorization of Payments for June through August 2024:
Motion by K. Garthe, support by Yearling, 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 2024. Motion Carried.
- b. Library Board Meeting Dates for 2024-2025:
Motion by J. Garthe, support by Yearling, to approve the meeting dates for 2024-2025 as presented. Motion Carried.
- c. Board Officers for 2024-2025:
Motion by Schiller, support by Yearling, to propose the following slate of officers for the 2024-2025 year, with the appointment of John Holck as Financial Officer, who has the authority to delegate duties to the GLADL Director, as per the GLADL bylaws. Motion Carried
Kevin Garthe, President
Andrea Herrst, Vice President
Jeanne Garthe, Secretary
John Holck, Financial Officer

Board Commentary: Informational

Adjournment:

Motion by Schiller, support by Yearling, to adjourn the meeting. Motion Carried. Meeting Adjourned at 8:00 p.m.

Respectfully Submitted,

Jeanne A. Garthe, Secretary