

## Seville Township Library Board Meeting November 7, 2023

The meeting was called to order at 4:31 p.m. with board members Judy Zimmerman, Becky Fleury, Randy Bard, Sharon Stebelton, Allison Dunlap, Renee Shaver, Library Director Justine Peterson, and guest Jennifer Balcom.

2. **Motion** from Allison with support from Randy to accept previous minutes as presented. **Approved.**
3. **Motion** from Becky with support from Sharon to accept the Treasury report as presented. **Approved.**
4. **Public Commentary:** Jennifer to discuss upcoming Board Member nomination process. (see #6)
5. **Motion** by Randy with support from Becky to accept Librarian report as presented. **Approved.**
6. **Guest:** Jennifer Balcom; Seville County Clerk brought Library 2024 Board Nomination form; due to the Township board before April 2024. Jennifer informed the board about a \$500.00 Mini Grant through the Library Co-op due by December 4, 2023. It cannot be used for salaries ... only projects. There is a second round due by April 1, 2024. Jennifer reminds the board that trainings are available to us via the Co-op in areas such as Technical Support, OMA and Parliamentary Procedure rules, Employee Assistance, etc.

### Old Business:

- a) *Drop Box Design Contest:* postponed until spring.
- b) *Exterior Paint Rescheduled:* The Library will be the first job in the Spring of 2024. The bid presented and accepted by the Library Board and The Township Board will honored.
- c) *Snow Removal:* The Library Board approved the proposed contract from Richard DeGroft to continue to provide snow removal for 2023-2024 at the same rate as 2022-2023.
- d) *Policy Updates* were presented by the Strategic Planning Committee for discussion and Edit suggestions. Motion by Allison with support from Judy to a table a decision of acceptance until the edits have been completed. The Policy Updates will be presented for vote at the January 2024 board meeting.

### New Business:

- a) *EIN Update:* Process has been started.
- b) *Justine's Vacation request:* Justine will be on Vacation from December 2-10, 2023. Sherry Swope will be contacted as staff backup "just in case."

### Agenda Additions:

- a) Possible Art Grant for 2024
- b) The Library Annual Meeting and Proposed Budget will be announced in the Gratiot County Herald.

**Motion** by Randy with support from Becky to Adjourn at 6:12 p.m. **Approved**

Next Meeting: January 16, 2024 at 4:30 p.m.

Minutes by Renee Shaver