

Seville Township Library Board Meeting September 19, 2023

The meeting was called to order at 4:40 p.m. with board members Judy Zimmerman, Sharon Stebelton, Allison Dunlap, Randy Bard and Renee Shaver, and Library Director Justine Peterson.

2. **Motion** by Randy with support from Sharon to accept the minutes as presented. **Approved.**
3. **Motion** by Allison with support from Randy to accept Treasury report as submitted. **Approved.**
4. No public commentary
5. **Motion** by Sharon with support from Allison to accept Librarian Report as presented. **Approved.**
6. Strategic Planning Committee met and reviewed timeline; see Board action under New Business.
7. Old Business:
 - a) Drop Box Art Design Contest: Contest to run from November 1 to December 15, 2023. Size of drop box to be stated in info. Size of actual art submission to be stated in info. Open to any Gratiot County Resident. Entries MUST be dropped off at the library. Submissions may be Digital or Traditional. Winner to be determined by the Library Board at their January 2024 meeting. Winning Artist name will be featured on the drop box. Additional Prize to be determined.
 - b) Library exterior Painting potential start date first of October.
 - c) Retention of Records Project: Randy and Justine projected starting date: October 2023.

New Business:

- a. Allison presented Library Program Plan for balance of 2023. Board requested the information in Calendar Format handed out at November board meeting.
- b. Township may change accounting from Prestige to BSA. We will be updated as info available.
- c. The library will participate in Halloween Trunk or Treat at Riverdale Park on Oct. 21 and on Oct. 31 with Riverdale Museum and Riverdale Tavern. **Motion** by Randy with support from Allison to increase our Halloween budget by \$50.00. **Approved.**
- d. Reviewed the upcoming holiday closing dates for the Library. **Motion** by Judy with support from Sharon to close November 23, 24, 25, 2023 for Thanksgiving and December 23, 25, 26 for Christmas; December 30, 2023, and January 1, 2024 for New Years. **Approved.**
- e. **Motion** by Allison with support from Judy to continue with Richard DeGroft for snow removal. **Approved.**
- f. Revised Policy Updates to be presented at the November Library Board meeting for approval.

Agenda Additions:

- a. Board member ballot update to be presented by Jennifer at November meeting.
- b. The Library Board received a request regarding payment of future computer services. Due to a potential conflict of interest, the board decided to explore IT service options through our Co-Op.

Motion by Randy with support from Judy to adjourn at 6:26pm. **Approved.**

Next meeting: Nov. 7, 2023 at 4:30pm

Minutes by: Renee Shaver