

# LIBRARY BOARD MEETING MINUTES GARDEN CITY, MICHIGAN Approved

LIBRARY BOARD MINUTES FROM **6/13/2023**

## **CALL TO ORDER**

The regular board meeting was called to order at 7:00 PM. Present were Board President: Drew McMechan; Board Vice President: Nancy Bailey; Board Secretary: Lynn Cox; Board Members: Barbra Reddy; Janet Smith; Paul Werhane; and Director James Lenze

Guest:

Absent:

## **APPROVAL OF MINUTES**

It was moved by Board Member Smith, supported by Board Member Cox. Resolved: to accept the minutes of the Library Board meeting and closed session minutes of **Tuesday, May 9, 2023**

Vote:

Aye: 6 Nay: 0

Passes 6-0 unanimous

## **DIRECTOR'S REPORT**

It was moved by Board Member Werhane, supported by Board Member Reddy. Resolved to accept the Director's report for the month as presented.

Vote:

Aye: 6 Nay: 0 Abstain: 0

Passes 6-0 unanimous

## **FINANCIAL REPORTS**

The financial reports for May were presented.

## **UNFINISHED BUSINESS**

### **CREDIT CARD POLICY**

It was moved by Board Member Smith, supported by Board Member Bailey. Resolved to approve the alternate version of the Credit Card Policy as amended to include "6. A copy of the monthly credit card statement will be included with the financial report to the Library Board," and renumbering the remaining "controls".

Vote:

Aye: 6 Nay: 0 Abstain: 0

Passes 6-0 unanimous

### **TRANSFER OF FUNDS**

It was moved by Board Member Cox, supported by Board Member Smith. Resolved to approve the transfer of \$200,000.00 from the Library Fund to the Library's credit union account on or about June 22, 2023.

Vote:

Aye: 6 Nay: 0 Abstain: 0

Passes 6-0 unanimous

## **NEW BUSINESS**

### **SICK TIME AND PTO POLICY**

It was moved by Board Member Reddy, supported by Board Member Smith. Resolved to approve the revised Sick Time and Paid Time Off (PTO) Policies as presented.

Vote:

Aye: 6 Nay: 0 Abstain: 0

Passes 6-0 unanimous

## **OTHER BUSINESS**

None

**PUBLIC COMMENT**

John Murray had no comment.

**ADJOURNMENT**

The meeting was adjourned at 7:51 PM

Next Meeting: **Tuesday, July 11, 2023 at 7:00 PM.**

A handwritten signature in black ink, enclosed in a hand-drawn oval. The signature appears to be "JBL" with a stylized flourish at the end.