

LIBRARY BOARD MEETING MINUTES GARDEN CITY, MICHIGAN Approved

LIBRARY BOARD MINUTES FROM **Wednesday, October 09, 2024**

CALL TO ORDER

The meeting was called to order at 7:00 PM by Vice President Werhane who chaired the meeting.

Present: Board Vice President: Paul Werhane; Board Secretary: Lynn Cox; Board Members: Barbra Reddy; Janet Smith; and Director James Lenze

Guest: City Manager Tim Gibbons

Absent: Board President: Drew McMechan (excused); and Board Member Nancy Bailey (excused)

COMMUNICATION FROM CITY

City Manager Tim Gibbons addressed the Board, expressing a desire to see the City, Library, and School District all work together for the benefit of the community we serve. In token of that spirit, he is inviting the Library Director to attend weekly Department Head meetings at City Hall.

APPROVAL OF MINUTES

It was moved by Board Member Smith, supported by Board Member Reddy. Resolved: to accept the minutes of the Library Board meeting of **Wednesday, September 11, 2024**

Vote:

Aye: 4 Nay: 0

Passes 4-0 unanimous

DIRECTOR'S REPORT

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

Vote:

Aye: 4 Nay: 0 Abstain: 0

Recused: 0

Passes 4-0 unanimous

FINANCIAL REPORTS

Monthly financial reports were presented along with the Bank Reconciliation Report for the month.

UNFINISHED BUSINESS

EARNED SICK TIME ACT

Discussed. Director Lenze will seek legal review of the proposed policies.

NEW BUSINESS

RETIREMENT PLAN ADJUSTMENT

It was moved by Board Member Reddy, supported by Board Secretary Cox. Resolved to approve a one-time corrective payment of \$42.00 into the 401a Plan, and to direct Library Director Lenze to make such payment at the earliest possible opportunity.

Vote:

Aye: 4 Nay: 0 Abstain: 0

Recused: 0

Passes 4-0 unanimous

PETTY CASH POLICY

It was moved by Board Member Smith, supported by Board Secretary Cox. Resolved to approve the Petty Cash Policy as presented.

Vote:

Aye: 4 Nay: 0 Abstain: 0

Recused: 0

Passes 4-0 unanimous

OTHER BUSINESS

None

PUBLIC COMMENT

None

ADJOURNMENT

The meeting was adjourned at 8:05 PM

Next Meeting: **Wednesday, November 13, 2024 at 7:00 PM.**