

Approved Minutes of the
Chesterfield Township Library
Regular Board Meeting
July 19, 2023

Library Board President, Murney Bell, called the meeting to order at the Chesterfield Township Library, located at 50560 Patricia Avenue, Chesterfield Township, MI at 6:30 p.m.

PRESENT:

Murney Bell, Annette Goike, Heather Morrison, Megan Rock, Troy Cunningham, Stephen Bawks

ALSO PRESENT:

Eric Magness-Eubank, Library Director; David Joseph, Chesterfield Township Trustee Liaison; Hillary LaBonte, Accounting Administrator

ABSENT:

None

Approval of Agenda:

Motion by Trustee Morrison to approve the meeting agenda. Support by Trustee Goike.

AYES: All

APPROVED

NAYS: None

MOTION CARRIED

Approval of Consent Agenda:

The Consent Agenda contained minutes for the June 21, 2023 meeting, YTD Budget Report for June 2023, Expense Report for June 2023, Director's Report, and Statistical Report for June 2023. Motion by Trustee Cunningham, with support by Trustee Morrison to approve the Consent Agenda.

AYES: All

APPROVED

NAYS: None

MOTION CARRIED

Old Business:

Action Item 5A - "FY 2022 Audit" - Director Eric Magness-Eubank distributed the completed 2022 audit from Buss and Company. The library received an unqualified opinion.

NO ACTION

Action Item 5B - "FY 2024 Budget Process" - The Finance Committee planned to meet in August.

NO ACTION

Action Item 5C - "Strategic Planning Timeline" - Director Magness-Eubank briefed the board on the beginnings of the strategic planning process. As part of the strategic planning process, the board scheduled a trustee retreat on Saturday, December 9th, 2023.

NO ACTION

New Business:

Action Item 6A - "Fair Labor Standards Act & ADA Job Description Revisions" - Director Magness-Eubank explained the revisions of the job descriptions on the recommendation of the library's employment lawyer. Motion by Trustee Goike, with support by Trustee Rock to accept the motion.

AYES: All

APPROVED

NAYS: None

MOTION CARRIED

Action Item 6B - "Circulation Period Revisions" - Director Magness-Eubank explained the need for amendments to the circulation policy, to better align with the new Polaris software. Motion by Trustee Morrison, with support by Trustee Goike to accept the motion.

AYES: All

APPROVED

NAYS: None

MOTION CARRIED

PUBLIC COMMENT

PUBLIC COMMENTS

Township Trustee David Joseph asked about the plans for the board's meeting with the strategic planning firm.

Adjournment:

ADJOURNMENT

Motion by Trustee Rock with support by Trustee Goike to adjourn at 6:54 p.m.

AYES: All

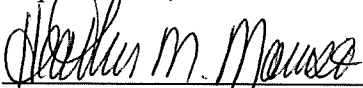
APPROVED

NAYS: None

MOTION CARRIED

Next Meeting Date:

September 20, 2023



Heather Morrison, Secretary