Proposed Minutes of the
Chesterfield Township Library
Regular Board Meeting
December 20, 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 6:28 p.m.

PRESENT:

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

ALSO PRESENT:

Eric Magness-Eubank, Library Director; Breck McCrory, Deputy Director; Hillary LaBonte, Accounting Administrator; David Joseph, Chesterfield Township Trustee Liaison; John Rock, Friends of the Chesterfield Township Library; Ann Dilcher and Cynthia Saadeh, Quinn Evans

ABSENT:

None

Approval of Agenda:

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

AYES: All **APPROVED**

NAYS: None

MOTION CARRIED

Approval of Consent Agenda:

The Consent Agenda contained minutes for the November 15, 2023 meeting, YTD Budget Report for November 2023, Treasurer's Report for October 2023, Expense Report for November 2023, Director's Report, and the Statistical Report for November 2023. Motion by Trustee Morrison, with support by Trustee Cunningham to approve the Consent Agenda.

AYES: All **APPROVED**

NAYS: None

MOTION CARRIED

Old Business:

Action Item 5A - "Sugarbush Elementary Feasibility Project" - Ann Dilcher and Cynthia Saadeh of Quinn Evans presented the feasibility study on Sugarbush Elementary. **NO ACTION**

Action Item 5B - "Strategic Planning" - Director Eric Magness-Eubank reviewed the recent staff and board retreats as part of the strategic planning process. Deputy Director Breck McCrory discussed a recent initiative with distributing welcome packets to new developments in the community. The Personnel Committee will meet in January to discuss a potential marketing position, in response to the strategic planning sessions. **NO ACTION**

New Business:

Action Item 6A - "2023 Budget Amendments" - Motion by Trustee Goike, seconded by Trustee Morrison to approve the submitted budget amendments.

ROLL CALL VOTE **APPROVED**

Murney Bell: Aye

Annette Goike: Aye

Megan Rock: Aye

Heather Morrison: Aye

Stephen Bawks: Aye

Troy Cunningham: Aye

MOTION CARRIED

Action Item 6B - "2024 Board Meeting Schedule Issue" - Motion by Trustee Goike, seconded by Trustee Morrison to approve the June 12, 2023 board meeting.

AYES: All **APPROVED**

NAYS: None

MOTION CARRIED

Action Item 6C - "Updated Materials Reconsideration Form" - Motion by Trustee Morrison, seconded by Trustee Rock to approve the updated form.

AYES: All **APPROVED**

NAYS: None

MOTION CARRIED

Action Item 6D - "Election of Officers for 2024" - Motion by Trustee Goike, seconded by Trustee Cunningham to have current appointed officers remain in their positions for 2024.
President: Murney Bell
Vice President: Annette Goike
Secretary: Heather Morrison
Treasurer: Stephen Bawks

AYES: All **APPROVED**

NAYS: None

MOTION CARRIED

Action Item 6E - "Comerica CD Renewal" - The library holds a certificate of deposit with Comerica Bank in the amount of $500,000 that matures on December 26, 2023, with $11,874.99 in interest due. Motion by Trustee Goike, seconded by Trustee Rock to close out the maturing CD and make a new investment in January.

ROLL CALL VOTE **APPROVED**

Murney Bell: Aye

Annette Goike: Aye

Megan Rock: Aye

Heather Morrison: Aye

Stephen Bawks: Aye

Troy Cunningham: Aye

MOTION CARRIED

PUBLIC COMMENT **PUBLIC COMMENTS**

Public comments were made by Janice Young and David Joseph. Trustees Morrison, Goike, and Rock briefly discussed the Quinn Evans presentation.

<u>Adjournment:</u>

ADJOURNMENT

Motion by Trustee Rock with support by Trustee Cunningham to adjourn at 7:50 PM.

APPROVED

AYES: All

NAYS: None

MOTION CARRIED

<u>Next Meeting Date:</u>

January 17, 2024

Heather Morrison, Secretary