

Lyon Township Library Board Minutes
August 27, 2019

1. Call to Order at 7:00 p.m. by Library Board President Alice FitzGerald.
2. Roll Call: Board Members present were Cheryl Chuck, Ed Coles, Amy Deeds, Don Gehrlein, and Sherri Rogge. Library Director Holly Teasdale and Recording Secretary Pam Quackenbush were also present.
3. Approval of the Consent Agenda: Motion by Coles and second by Gehrlein to approve the Consent Agenda. The motion passed unanimously.
4. Call to the Public: Scott Czeka and Joshua Schriver
5. Approval of the Agenda: Motion by Gehrlein and second by Coles to approve the Agenda. The motion passed unanimously.
6. Approval of Bills: none
7. Announcements and Communications:
Lyon Township Board Meeting: No board members attended
8. New Business
 - a. Annual Report from Cathy Cottone, Genealogist: Motion by Gehrlein and second by Rogge to accept the 2018 Annual Genealogy Report from Cathy Cottone as presented. The motion passed unanimously.
 - b. Resignation of Alice FitzGerald: Motion by Gehrlein and second by Coles to accept the resignation of Alice FitzGerald, former President of the Library Board. The motion passed unanimously.
 - c. Election of Library Board of Trustees Officers:
Trustee Gehrlein nominated Trustee Chuck for the office of President.
Trustee Gehrlein nominated Trustee Coles for the office of Vice-President.
Trustee Chuck nominated Trustee Gehrlein for the office of Treasurer.
Motion by Rogge and second by Deeds to accept the slate of nominations for the offices of Library Board President, Vice President, and Treasurer. The motion passed unanimously.
 - d. MCLS Membership: Director Teasdale informed the board that the library could benefit from membership in the Midwest Collaborative for Library Services. She believes the library will benefit from the resources and continuing education opportunities that membership

offers. This was for information only, and no board action is required.

- e. Continuing Services from Strategize: Strategize, the company that created the library's strategic plan earlier this year, has offered to continue oversight of the plan and assist the library in completing quarterly goals through the end of 2020 for \$10,500.00. Director Teasdle felt that this oversight falls within her job description and recommended that the board not accept the offer due to the significant cost. The Library Board agreed, and no further action is required.
- f. Second Quarter 2019 Financial Statement: The audit was received on August 27, the day of the meeting, so no action will be taken until after the documents are reviewed.

9. Old Business

- a. Strategic Plan Report: The final report was presented and Director Teasdle remarked that it contains all of the essential parts of what the library needs in a strategic plan. Over all the plan is acceptable, however Trustee Gehrlein found some errors on the financial page. Motion by Gehrlein and second by Coles to accept the Strategic Plan from Strategize with corrections noted. The motion passed unanimously.
- b. Fine Free Library Update:
Director Teasdle reported that the move to being a fine-free library has been an overwhelming success. The patrons are happy, the books are coming back, and circulation in July was the highest ever. Only a few people expressed concern over lost revenue to Director Teasdle, most were content after she explained to them how little income it produced for the library (less than 1% of our revenue) and that lost and damaged books would still need to be paid for. Auto-renew is the next patron-friendly move that we will be able to make when TLN's preparations for that are completed.
- c. Capital Improvements Update: Most everything was completed by the end of June. We are still waiting for two new endcaps for displays and additional shelves for those endcaps.

10. Board Study: asked the board to watch a webinar titled "Public Library's Role During Elections." This includes elections when the library is not on the ballot.

11. Items removed from Consent Agenda for action or discussion: none

12. Trustee Comments:

Trustee Rogge thanked Cathy Cottone for her presentation and remarked how busy the Library Board will be in the coming year. She also thanked our guests for attending the meeting.

Trustee Deeds also thanked Cathy Cottone for her presentation, and said she was inspired to continue working on her own genealogy. She also noted that Alice FitzGerald will be very missed.

Trustee Coles thanked our visitors for coming and said it is good to hear from their perspectives. He also noted that he would like to see a timeline for the upcoming election as an agenda item. He also asked for the process of filling the open board position. Director Teasdale replied that the board will accept resumes and those will be reviewed by a subcommittee who will make recommendations to the Library Board.

Trustee Gehrlein thanked Cathy Cottone for her presentation, and also thanked our visitors for attending the meeting.

Trustee Chuck thanked Cathy Cottone for her presentation and told her she does a fantastic job. She thanked the two gentlemen who sat in on the meeting for coming. She also asked who planted the sunflowers around the library, and was told that it was library volunteer Candace Lynn. She also added that she loved the Summer Reading Kick-off in June, especially the science program.

13. Adjourn Meeting: Motion by Deeds and second by Rogge to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 8:50 p.m.

Respectfully Submitted,
Pam Quackenbush, Recording Secretary