

DOROTHY HULL LIBRARY WINDSOR CHARTER TOWNSHIP
405 W. JEFFERSON ST., DIMONDALE, MI 48821
BOARD MEETING MINUTES

December 13, 2023

6:00 p.m. Meeting called to order by President Reznick at the library.

Roll call: Present: Meade, Gould, Sabourin, Reznick, Runels

Absent: Watson

Public Comment: None

Approval of Agenda: Motion to approve agenda as presented by Trustee Meade, second by Runels, approved unanimously.

Approval of Minutes: Motion to approve the November 21, 2023, board minutes with changes made by Gould, second by Sabourin, approved unanimously.

Library Director's Report: Director Gillham provided updates on operations and community engagement, including updates on State Aid Report and plans for a new volunteer program for 2024. The library has also added another notary to staff.

Financial Report:

1. Monthly Statement, review of monthly statements showed no irregularities. Trustee Meade reported CDs have been cashed out and consolidated into one account.
2. Committee Report, the Finance Committee will review options for re-investing the new account for the advantage of the library.

Human Resource Committee: Creating a job description for a full time Program and Outreach Coordinator and will revise the current policy for a second full time position.

Facilities Committee Report: Thatch Computer Consulting is scheduled to do an inventory this month and will inspect library equipment and provide a report.

Strategic Committee: None

President's Report:

1. Staff and Committee Goals – Tabled until January.
2. DBA discussion – Tabled until January.
3. Board Succession Planning – Tabled until January.

Unfinished Business:

None

New Business:

1. Proposed amended budget for 2023 presented by Meade, second by Runels.
Roll Call:
Meade – yay
Runels – yay
Reznick – yay
Gould – yay

Sabourin – yay
Approved unanimously.

Public Comment: none

Motion by Runels, second by Gould to adjourn. Motion passed unanimously. 6:35 PM.

Minutes taken by Hanna Sherman

Approved and submitted by Richard J. Runels, Secretary