

DOROTHY HULL LIBRARY - WINDSOR CHARTER TOWNSHIP
February 15, 2024, BOARD MEETING held at
405 W. JEFFERSON ST, DIMONDALE, MI 48821
Final Meeting Minutes

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

President Reznick led the Pledge of Allegiance

Roll call: Present: Meade, Gould, Reznick, Watson
Excused: Sabourin

Public Comment: None

Approval of Agenda: Motion to approve agenda made by Gould, second by Watson, approved unanimously.

Approval of Minutes:

1. January 18, 2023, minutes, motion to approve minutes with changes made by Meade, second by Watson, approved unanimously.

Library Director's Report:

- Director Gillham reported on operational updates and community engagement.
- State Financial Aid report has been submitted.
- Received a \$250.00 donation.
- Testing out Impression Five Museum passes.
- AARP tax appointments are taking significant time.
- We received a shout out from MLA for participating in mentor program.
- Director Gillham's confidential email address dhlibdirector@gmail.com
- Made offer of employment to candidate for POC position
- Autism training was great
- Shout out to volunteers while staff were out.
- Friends of the Library Report
Josh Roesner – explained what needed to be done and he is willing to assist with this.

Financial Report:

1. Monthly Statement - reports presented and discussed. Motion to approve pending audit made by Watson, second by Gould, approved unanimously.
2. Committee Activity –
RFP for Communication and Branding is out.

Human Resource Committee:

1. Policy Review – Updated document was not done.

Facilities Report:

1. Assessment on cyber security will happen on Feb. 27
2. Next meeting is March 14 at 5:30
3. Landscaping plans
4. Fire inspection coming up

Strategic Committee: Quarterly report in April

President's Report:

1. Reviewed guidance for resolutions vs motions.

Unfinished Business:

1. 2024 Board and Director Goals, **motion** to approve by Gould, second by Watson, approved unanimously.
2. DBA was completed as of Jan. 30, 2024, we will now be known as the Dorothy Hull Library – Windsor Township

New Business:

1. Draft cleaning contract reviewed, **motion** to approve with amendments made by Watson, second by Gould, approved unanimously.
2. Privacy Policy reviewed, changes will be made and brought back next month.

Public Comment: none

Adjournment: Motion by Meade, second by Watson. Motion passed unanimously.
7:23 PM.

Submitted by President Reznick