

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

October 19, 2023

Final

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

President Reznick led the Pledge of Allegiance

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

Excused: Runels, Watson

Public Comment: None

Approval of Agenda: Motion to approve agenda made by Meade, approved by Sabourin. Passed unanimously.

Approval of Minutes:

1. September 21, 2023, Budget Hearing, motion to approve minutes with corrections made by Gould, second by Sabourin, approved unanimously.
2. September 21, 2023, Board meeting, motion to approve minutes with corrections made by Gould, second by Meade, approved unanimously.

Library Director's Report: Interim Director Kate Gillham gave an update and scheduled volunteers for the quarterly financial aid report.

Financial Report:

1. Monthly Statement, reports presented and discussed. Motion to approve the monthly financial report pending audit made by Reznick, second by Gould, approved unanimously.
2. Committee Report, Trustee Meade explained impacts on the budget and introduced the resolution to move three CDs into savings as they mature. Motion to accept resolution to move CD's 7243, 8372, 5924 to savings made by Gould, second by Sabourin, approved unanimously.

Human Resource Committee: The committee is working on the second full time contract and preparing to work on policies next year.

Facilities Report: Trustee Meade is waiting for square footage value and working on scheduling a building assessment in the first quarter of 2024.

Strategic Committee: We continue to move forward.

President's Report:

1. Trustee Meade is removed from the Human Resource committee and will become the Chair of the Facility committee.
2. Trustee Sabourin will join the Human Resource committee.
3. We are scheduling a meeting with the Township.

4. Goals – We have met our goals.
5. Inservice – Trustee Reznick spoke about the Quality Service Audit Certification from the Library of Michigan and how it will benefit the Library.

Unfinished Business:

1. Library Director's Contract – Motion to approve with changes made by Sabourin, second by Gould. Passed unanimously.
2. Personnel Policy – Motion to approve made by Gould, second by Sabourin. Passed unanimously.

New Business: none

Public Comment: none

Motion by Sabourin, second by Gould to adjourn. Motion passed unanimously.
7:13 PM.

Submitted by President Reznick