

Waterford Township Public Library
Board of Trustees Meeting
Minutes

March 14, 2022

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The March 14, 2022 Waterford Township Library Board of Trustees meeting was called to order by President K Banes at 7:19 pm in the library.

Statement of Compliance:

In accordance with the Open Public Meeting Act, Pursuant to Public Law 1975, Chapter 231, adequate notice of this meeting setting forth the time, place, and specific purpose/business in the call. A notice has been posted on the library's website and in the library, filing the notice with the Township Clerk, municipal building bulletin board and sending notice to the official newspaper(s) and circulating electronically.

Salute to the Flag

Roll Call: The following members answered to the roll call:

Kathleen Banes
Carl Lange
Joseph Palladino
Dana Paul
Dorene Szeker
Joel Thompson
Rita T Wood
Dr. Rita Hanna, Representative for Township Mayor
Julies Lyons, Representative for Superintendent of Schools

Staff in Attendance: Dana Nicklas, Director
Guest Ken Ditmar,, Auditor, Ditmar, Perraza & Co

Adoption of the Agenda

Motion by C Lange, seconded by R Hanna to accept the meeting agenda
Motion carried.

Recognition of the Public – No public present.

Report of the 2020 & 2021 Audit by Ken Ditmar, Auditor, Ditmar, Perraza & Co

Board members congratulated the Director for a job well done on keeping the financial records. These past two years. Auditor reported the records excellent.

Minutes

Motion by D. Paul, seconded J. Palladino to approve the minutes of the February 14. One abstention, J. Thompson. Motion carried Minutes attached.

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Action on Bills Report

Cash disbursements on the bill list in the amount of \$5,179.40 for the payment of bills for the month of February 2022.

Motion by R Hanna, seconded J. Lyons to approve the payment of bills for the month of February 2022. Payment is dependent upon availability of funds. Motion carried. Report attached.

Financial Report:

Profit & Loss Budget vs Actual
Statement for the period February 1 to 28, 2022
Income is \$ 29,014.23
Total expenses are \$45,448.33
Total Ordinary Negative Income \$ 16,434.10

Motion by R Hanna, seconded J Thompson to approve the financial report Profit and Loss Budget vs Actual as presented. Motion carried. Report attached.

Payroll Account Journal Report Attached

All financial reports are attached to the minutes and are to be filed for audit.

Director's Report

Motion by C Lange, seconded J Thompson to accept the Director's Report.
Motion carried.
Director's report is attached to the minutes.

Committee Reports

Arts and Exhibitions, Chair, R. Wood
Report was made on the Walker Display system and list of residents and community groups who would be invited to hang their art work.
Distributed Walker Display quote of \$612.10 and list of resident's artists

Budget and Finance, Chair, Treasurer No treasurer at this time

Building and Grounds, Chair, C. Lange – No report

Communications, Chair, K. Banes and Director

Succes of Facebook and website on Seed Library brought in more patrons

Personnel, – Chair, J Thompson - No major personnel changes.

Policy, Chair Vice President J Palladino-No report

Ad Hoc Committee: Capital Improvements: R Hanna, R Wood, J Palladino

The report charts are attached to the minutes. Each was reviewed.

All committee reports –

Motion by R Wood, seconded by D Szeker to accept all the committee reports.

Motion carried.

Unfinished Business

Director will purchase the Walker Display. Funds from Capital Improvement

New Business

Window Tinting, Director will continue to investigate the companies that install window tinting. And report to the Board the estimated costs.

2021 State Aid Report

See attached report

Board Continuing Education Units for 2022

January Check In, R. Hanna, C. Lange, J Palladino, R. Wood – 4 CEU

February Check In, State Aid, R Wood, R Hanna 2 CEU

Reading of the Library Boards and Open Public Meetings Act

J Palladino, C Lange, D Paul, D Szeker 4 CEU

Announcements and Comments: Those who have not returned the Ethics form to do so asap

Adjournment: Motion by C Lange, seconded by D. Szeker to adjourn the meeting. Motion carried. President adjourned the meeting at 8:22 pm.

Next Board Meeting April11, 2022.

Rita T Wood, Secretary