

**White Lake Community Library
Library Board Meeting Minutes
Wednesday, January 27, 2021
5:15 pm via Zoom**

Present: Charles Ayers, Ruth Grenell, Annlyn McKenzie, Lynnette Johnson, Melissa Martin, Norm Kittleson, Brian Hosticka, & Bobbie Allred.

Staff Present: Virginia DeMumbrum & Pam Osborn

1. **Call to Order** - Meeting was called to order at 5:15 p.m.
2. **Installation of New Board Member, Bobbie Allred** - oath of office administered
3. **Board Member Location Statements** The following board members each stated their name and the city/township and state they were in while participating remotely in the meeting; Ruth Grenell - Whitehall Township, Michigan; Lynnette Johnson, Fruitland Township, Michigan; Norm Kittleson - City of Whitehall, Michigan; Annlyn McKenzie, Fruitland Township, Michigan; Melissa Martin, City of Whitehall, Michigan; Bobbie Allred - Fruitland Township, Michigan and Brian Hosticka - City of Muskegon, Charles Ayers - Whitehall Township.
4. **Approval of the Consent Agenda** Motion to approve the consent agenda for Wednesday, January 27, 2021 by Norm, second by Ruth. Motion carried.
 - a. Agenda
 - b. Minutes of the December 16, 2020 board meeting
 - c. Treasurer's Report, December 2020
 - d. Financial Statements
 - e. Bills to be Paid
 - f. Correspondence – Fruitland Township letter of board appointment, thank you notes from staff, Michigan Cooperative Directors Association information packets
5. **Reports**
 - a. Director's Report - Reopening - should we re-open in-person 20 at a time, what about with the new Covid variant. Thinking / Feeling - appointments only. Muskegon County - numbers going in the right direction, new variant - not here in Muskegon County "yet"! Appointment only - beginning February 1, 2021. Guidelines talked about at the retreat, for HVAC - sealed bid. Received a cold call from a Project Manager firm - 8% of bid, Winnberg Construction- less to act as Project Manager, re: HVAC. Motion to wave the nepotism clause in the policy - Pam's husband retired.... to assist in absence of our maintenance/janitorial time. Just until the February meeting. Moved by Ruth - to accept Pam's husband, ignore nepotism policy, until a replacement person is found, second by Brian. Motion carried. Climate Change - virtual program on climate change.

- b. Policy/Personnel Committee - some things coming up, within the next couple months, then we will meet. Legal review of policy and procedures but on the back burner.
- c. Finance Committee - In process of reviewing the new Finance Policy, just received the first draft last week.
- d. Government Liaison Committee - No contact in regard to library business.
- e. Board Development Committee - We have a full board and a brand new board member - Bobbie Allred.

6. Unfinished Business - N/A

7. New Business

Director's Review - Annlyn will send us the form, please do not use half numbers or decimal point numbers. She will email the form to us.

8. Public Comment – Jeff Marcinkowski made a comment regarding the upcoming climate change program

9. Adjournment Meeting was adjourned at 5:48 p.m.

Next Meeting: February 24, 2021 at 5:15 p.m. Location TBD

Respectfully submitted,

Melissa Martin