

Three Oaks Township Public Library  
October 10, 2023, Regular Board Meeting Minutes

Meeting called to order at 5:31 p.m. by Chris Zebell, Board Vice-President. Present: Stacey Koziel, Connie Slavens, Tom Rosenbluth, and Cheryl Kersey. Patience Petro and Tom Pauly absent..

Motion by TR to approve the Consent Agenda as presented, seconded by SK. All ayes, none opposed, motion carried.

Public Comment: none.

Unfinished Business:

Grants – CK reported the library has received a grant of \$1000 for technology through our co-op.

Budget – CK said Current Budget was in board folders. She said that the Penal Fines report for the entire county showing was in the board folders and shows how much each library received in Penal Fines this year. She said as of September 30, 2023, there was \$293,370.32 in the Library Fund. She showed the board the proposed Projected Budget for April 1, 2024, to March 31, 2025, she is working on. She invited everyone's input and said it's usually sent to the township in January so the library can be included in the township's Budget Hearing in the spring.

Building Maintenance –

Outside Clock – CK said Olson Electric will be doing the work but have not started yet. Discussion followed.

Outside Back Door – CK said everything at the back entrance has been completed except painting the handrail. Discussion followed. CK will remove this from the agenda.

Windows – CK said the deposit has been paid and the new windows have been ordered.

Roof – CK said the deposit has been paid and the company spoke to Phil this week and said they were ordering the crane and should be starting the library's roof within a week.

New lights for the front of the building were discussed.

Friends of the Library – Their next meeting is Tuesday, November 28, 5:30 for a brief business meeting and then they will decorate the library. Minutes from their last meeting were included in board folders.

Possible Mural on West Side of Library – Tabled.

Building Audit – Phil Smith has not completed his building audit and was not at the meeting to give a report. Discussion followed.

Pokagon Fund/Use of Elementary School – nothing to report.

Other –

TR asked how new items are selected for the library and how old items are removed. CK explained how the determinations are made using the Collection Development Policy approved by the library board on May 9, 2023. Discussion followed.

Director's Report – attached to these minutes. Discussion followed.

Trustee Education – CK showed the board members a children's VOX book and a VR book. Discussion followed. CK said the township clerk had dropped off envelopes of information for individuals who wish to run for the library board in 2024 and they were on the table for individuals to pick up if they wanted.

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New Business:

Other – CZ asked about changing the meeting time to 6:00. Discussion followed and item is tabled until full board is present.

Motion to adjourn by SK at 6:28 p.m.; seconded by TR & CS.. All ayes, none opposed, motion carried.

Next regular meeting: Tuesday, November 14, at 5:30 p.m.