

## **Bath Township Public Library**

### *Meeting Minutes*

*Wednesday, August 18, 2021 (in person at BTPL)*

*Present:* (Board Members) Sue Garrity, Lynn Bergen, Ken Jensen,  
Theresa Kidd (via Zoom), Larry Fewins-Bliss, Audrey Barton  
(Library Director & Staff) Kristie Reynolds

*Public Present:* none

*Next meeting: Wednesday, September 15, 2021 @ 6:00pm*

### **I. Regular Business**

- a. Meeting called to order at 6:04pm
- b. Moment of civic reflection.
- c. Audrey moves to approve the agenda with the addition of item 10 a., Larry 2nd, all in favor.
- d. Public comment: none
- e. Disclosures of conflict of interest: none
- f. Larry moves to approve the minutes with suggested changes (spelling error). Lynn 2nd, all in favor.

### **II. Financial Report**

Attached. Overall, a good budget report. The library is currently operating at 4% over budget, mostly due to unexpected expenses including accessibility improvements. So far this year, more grants and donations than expected have been received. Changes in staff and payroll, annual payments for contractual services, and general settling-in expenses contributed to the slight budget imbalance. Budget adjustments will be brought before the Board in October.

Audrey moves to accept the financial report, Ken 2<sup>nd</sup>, all in favor.

### **III. Director Report**

Attached. Kristie spoke with the library's lawyer, Anne Seurynk, to clear up confusion in millage resolution language regarding the dates. Another month of high community involvement in programming and events. Kristie is also working with other township groups on the Safe Routes to School initiative.

#### **IV. Unfinished Business**

- a. Millage submission and acceptance by township

#### **V. Unfinished Business – Items for Action**

- a. Sign updated resolution reflecting proper dates and removal of the word “district,” read aloud by Sue Garrity as a motion. Lynn 2<sup>nd</sup>. Roll call vote ensues.

Sue Garrity, yes.

Lynn Bergen, yes.

Ken Jensen, yes.

Theresa Kidd, unable to vote remotely.

Larry Fewins-Bliss, yes.

Audrey Barton, yes.

#### **VI. New Business – Items for Discussion**

- a. Report on Friends’ activity to support millage election - The Friends have created informative documents to be shared in support of the millage, leading to the election. There will be a library booth at the upcoming summer celebration at Wiswasser Park.

- b. Wage Scale for Part Time Employees - Sue moves to approve the proposed wage scale, Lynn 2<sup>nd</sup>, all in favor.

- c. Mask/Public Health Policy - General update and review of mask policy. Currently, staff are required to wear masks and patrons are recommended to do so. Masks will be available for those without a personal mask.

- d. Review of existing Circulation Policy with revisions

Discussion of updated requirements for new patrons who sign up for a library card virtually, and thoughts on the library going fine free, getting rid of overdue charges but retaining the fees for lost items. The board will revisit at the September meeting.

- e. Review of existing General Operating Policies - Sue moves to accept the change of adding Juneteenth to the official list of recognized holidays. Larry 2<sup>nd</sup>, all in favor.

**VII. Items for  
Action**

- a. none

**VIII. Closing**

- a. Public Comment: none
- b. Board Member Comment: Wishes of good health to Theresa and her family.  
The library's sign has moved (finally!) to an appropriate location.
- c. Sue moves to adjourn the meeting. Ken 2<sup>nd</sup>, all in favor.

Meeting adjourned at 7:31 pm.