

**Bath Township Public Library***Meeting Minutes**Wednesday, October 15, 2025*

*Present:* (Board Members) Sue Garrity, Lynn Bergen,  
Don Keller, Theresa Kidd, Audrey Barton  
(Library Director & Staff) Sarah Rick

*Absent:* Diane Doberneck

*Public Present:* none

*Next meeting: November 19, 2025 @ 6:00pm*

**I. Regular Business**

- a. Meeting called to order at 6:06 pm with Sue introducing the Rules of Order
- b. Moment of civic reflection.
- c. Audrey **motions** to approve the agenda with one change in item 6 (changing August to September), Don supports, all in favor.
- d. Public comment: none
- e. Disclosures of conflict of interest: none
- f. Sue **motions** to approve the minutes with the modification of “suppots” to “supports” in the second to last line. Lynn supports, all in favor.

**II. Financial Report**

Please see the full Treasurer's Report in October meeting packet.

Lynn shares a positive financial report after reviewing September's expenditures. She adds that budget adjustments will be brought to the board by Sarah in November.

Sarah shares that donations to BTPL are higher than expected. Some expenses are higher, mainly contractual services, but there is good balance in other line items. Additional grant monies helped cover costs for the upcoming ALA conference

Audrey **motions** to accept the financial report, Ken supports, all in favor.

### **III. Director Report**

Please see the full Director's Report in October meeting packet.

Sarah shares that there have been a number of incidents at the library. Sue adds that she would like to discuss a policy regarding how complaints are brought to the Board and handled at the November meeting. Sarah reminds the Board that incident reports are available for their review as part of the Board's oversight.

September included an abundance of popular library programs, events, upgrades and connections made, and the Board agrees that it's exciting to see so many positive happenings in our community.

Theresa **motions** to accept the Director and staff report, Ken supports, all in favor.

### **IV. Unfinished Business – Items for Discussion**

- a. Report of sub-committee to review all employee policies – Nepotism; Handbook
- b. Appropriate Management of Funds – No update from the township
- c. Strategic Planning – tentatively set for April 8, 2026 – This would include a review of our recently made plan, sharing information with our newest Trustees, and possibly creating a survey for the community.

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

- a. Sue **motions** to accept the Nepotism policy as presented, Ken supports, all in favor.
- b. Sue **motions** to accept the changes to the Handbook page as presented, Ken supports, all in favor.

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

- a. Friends of BTPL – Memo of Understanding 2025 – Sue shares that back when BTPL was just the “library center” there was a similar document in place, and it’s overdue for an update. She goes on to share more about how the Friends group functions, how it compares to other local Friends groups, and the possible role and trajectory of the newly invigorated Friends of BTPL.

### **VII. Items for Action**

- a. Memo of Understanding – Audrey **motions** to accept the Memo of Understanding as presented, Sue supports, all in favor.

### **VIII. Closing**

- a. Public Comment: none
- b. Board Member Comments: Theresa shares that the Little Public Library is back up and running. Many thanks to Mike, who made some much-needed repairs! The Friends group worked as liaison between the Little Free Library non-profit and the Methodist Church who hosts this, on Main Street.

c. Audrey **motions** to adjourn the meeting at 6:54. Sue seconds, all in favor.

(Minutes recorded by Audrey Barton, Secretary)