

Bath Township Public Library

Meeting Minutes

September 18, 2019

Board present: Sue Garrity, Lynn Bergen, Ken Jensen, Theresa Kidd

Board absent: Ryan Fewins-Bliss (with notice), Shannon Vlastic (with notice) Ryan and Shannon

Staff present: Kristie Reynolds

Next Meeting: Wednesday, October 23, 2019 @ 6:00 PM (Change from original schedule)

Meeting called to order at 6:03 PM

Moment of civic reflection

Approval of Agenda: Ken moved to approve the minutes as written, Lynn seconded, all in favor

Public comment: None

Disclosure of conflict of interest: None

Review and approval of minutes: Postponed until after ASK presentation

Presentation: Our IT services vendor ASK's President and CEO, Mike Maddox, and ASK's Virtual CIO, Brian Benveniste, presented on how to keep our on-line data safe and backed up. Kristie will begin working with Brian on how to best move forward.

Review and approval of minutes: Minutes were reviewed and amended. Ken moved to accept the minutes as amended, Lynn seconded, all in favor. Amended minutes will be sent to Kristie for posting.

Financial Report: Treasurer's report was reviewed. Ken moved to accept the report as written, Lynn seconded, all in favor.

Director's Report: See Director's report attached.

Unfinished business – Items for discussion

- A. Bylaws – Article IV, Section 7 Treasurer – Closed Session re: attorney letter (see Closed Session minutes)
- B. Strategic Planning Workshop – activities
 - a. Signage: One sign has been installed and another will be soon.
 - b. Donors: Discussed donor look up list and how it might help us identify donors. We could create an ad and buy space in program brochures for local events. Community individuals

might consider becoming patron donors. Sue and Ryan will sit down with Carrie and come up with donor ideas and dollar amounts for move to the new space.

- c. RFID: Postponed to September meeting.
 - d. Prioritize needs and Kesler meeting report: Discussed the importance of prioritizing our needs for move to larger space. Mr. Kesler stressed in our (Kristie, Lynn, Theresa) August meeting that he wants an idea of what we plan to spend on the move. That has not been determined. We need to get that information as soon as possible so we can begin negotiations with Mr. Kesler.
 - e. Family Resource Center: Postponed to October meeting.
 - f. Library information in surrounding public areas: Postpone to October meeting.
- C. Performance Review for Director – Sue will add Shannon’s review with the rest of the Board reviews and will make necessary changes on the totals. We are tabling Kristie’s performance review for final discussion at next month’s meeting.

New Business – Items for Discussion

- A. Presentation from Paychex (payroll vendor) will be postponed until October meeting.

Adjournment

Lynn moved to adjourn the meeting, Theresa seconded, all in favor.

Meeting adjourned at 7:35 PM