

Bath Township Public Library Board of Trustees Meeting

October 19, 2022

Meeting was called to order at 6:04 PM.

Present: (Board Members) Sue Garrity, Lynn Bergen, Ken Jensen, Theresa Kidd (Library Staff) Director, Kristie Reynolds

Absent: Audrey Barton and Larry Fewins-Bliss

Next Meeting will be on November 16 @ 6:00 PM

Approval of Agenda: Lynne moved to accept the agenda as written, Sue seconded, approved by all.

Public Comment: None

Board Member Disclosures:

Sue is involved with Friends of the Bath Township Public Library and she wants us to know that she is mindful of the possible conflict of interest and that she will never share information from the BTPL Board that should not be shared with them.

Approval of Minutes: Sue moved to accept the minutes as written, Lynn seconded, approved by all.

Treasurer's Report:

Lynn shared the financial report which is included in the meeting packet. Kristie will request budget adjustments for the 2022 budget. She will also propose the 2023 budget. Lynn feels we are in good shape going into the third quarter.

Financial report from Transparent was reviewed – Lynn wants to adjust the PayPal account to reflect the service fee they charge. With that, we will begin seeing the amount we take in, but also the fee that they charge. We are also spending a little bit more with the carnival. Sue moved to approve the financial report from transparent and Ken seconded.

Director's Report: Kristie shared her report that is included in the meeting packet. Wagner Financial is the company that will be handling our staff retirement investments. December 6 is when the Christmas Tree Lighting will take place at Couzens Park. Library numbers are up and they keep rising.

Unfinished business: Kristie will outreach to the Bath Senior Center about the Library Strategic Planning meetings, and will also create an information flyer for people who visit the library.

Director Evaluation: Kristie received her Director Evaluation Report and we discussed.

Budget Adjustments: Budget adjustments are in the meeting packet with the financial information. Kristie explained the budget adjustment. Lynne moved to accept the budget adjustments, Sue seconded, all approved.

Pay Adjustments: Kristie explained the proposed staff pay adjustments. See meeting packet for this information. Lynne moved to approve the pay adjustments for next year's budget that will begin now, Ken seconded, all approved.

Proposed Budget for 2023: Kristie explained the proposed budget for 2023. See meeting packet for this information. Kristie will make adjustments and send out. We will vote on it at our next meeting.

Board Member comments: Lynne went to the Spanish class that was offered at the library. Fourteen people attended. Joana did a marvelous job keeping things under control with all the age range. Lynne will share that comment with Joana. And, the Lego class was attended by fourteen young people.

Sue moved to adjourn the meeting, Ken seconded, all approved. Meeting adjourned at 6:55 PM

Minutes taken by Theresa Kidd, BTPL Vice Chair