

## **Bath Township Public Library**

### Meeting Minutes

*Wednesday, August 19, 2020 (Remote Meeting via Zoom)*

*Present:* (Board Members) Lynn Bergen, Ken Jensen, Shannon Vlastic,  
Theresa Kidd, Sue Garrity, Ryan Fewins-Bliss  
(Library Director & staff) Kristie Reynolds  
Public: Audrey Barton

*Next meeting:* Wednesday September 16, 2020 @ 6:00pm

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#### **I. Regular Business**

- a. Meeting called to order at 6:01pm
- b. Moment of civic reflection.
- c. Theresa moves to approve the agenda as presented, Ken 2<sup>nd</sup>, all in favor.
- d. Public comment on agenda items: none.
- e. Disclosures of conflict of interest: none.
- f. Shannon moves to approve the minutes as adjusted, Theresa 2<sup>nd</sup>, all in favor.

#### **II. Financial Report**

Attached. Treasurers report, Lynn went through everything and everything is good. Spending through July (58% of budget year) is under revenue. Lease increasing \$36,000 / year and we will have an additional \$9,000 for the three months this year. New lease amount is roughly \$3,800 / month. May need a brief budget workshop around October to discuss Kristie's proposal for 2021 budget. We can adjust FY2020 budget at each meeting. Discuss further at October meeting. We should do our best to have this cleaned up by the time Shannon and Ryan leave. We have Sept, Oct., and Nov. (18<sup>th</sup>) meetings to get this done. Ryan moves to approve financial report, Ken 2<sup>nd</sup>, all in favor.

#### **III. Director's & Youth Services Reports**

Attached. Scheduling going well. Summer reading program is winding down. Received a \$1,000 grant for board gaming. Carrie putting together "no touch" gifts for community outreach. Received \$3,500 grant for PPE (\$500) and digital inclusion; ex: hotspots, tablets, laptops, kindle fires (\$3,000.) Working on packing for the move! Yay!

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

- a. Strategic Planning;

- i. The move; lease was signed. Move-in date will be in October.
  - ii. Donors; Kristie is going to run some things by the Friends group for fundraising ideas. Figuring out how to do a tour / open house. Virtual?
  - iii. Library info in surrounding public areas;
- b. Policies;
  - i. Fraud Risk Management Policy; review at a later date.

**V. New Business – Items for Discussion**

- a. None.

**VI. Items for Action:**

- a. None.

**VII. Closing**

- a. Public Comment: None.
- b. Board Member Comment: Theresa; Read local article about libraries being source of wireless connection. We were listed in article. Ryan; We should start discussing the move publicly so community is aware.
- c. Shannon moves to adjourn the meeting, Ken 2<sup>nd</sup>, all in favor.

Meeting adjourned at 6:49pm