

**HART AREA PUBLIC LIBRARY  
REGULAR BOARD MEETING MINUTES  
October 10, 2022**

Minutes taken by Paula Moul, Secretary

Called to order at 6:01pm.

ROLL CALL: Paula Moul, Todd Metzler, Director Kathleen Rash, Nancy Sterk, Assistant Director Susie Gray, Penny Burillo, Juan Cortes. Absent: Amanda Klotz

APPROVAL OF AGENDA: Addition to New Business, Number 3 Bank Credit Card. Motion to approve the agenda as amended by Burillo, support by Cortes. Motion carried.

PUBLIC COMMENT: None.

APPROVAL OF MINUTES: Motion to approve the minutes of September 12, 2022, by Burillo, support by Metzler. Motion carried.

#### REPORTS

SECRETARY: Nothing other than minutes.

TREASURER: Nothing other than the Director's printed or emailed materials.

Motion was made by Metzler, with support by Cortes, to approve invoices and payments for September 2022. Motion carried.

Motion was made by Burillo, with support by Metzler, to accept financial reports for September 2022. Motion carried. Note: Community Foundation Endowment down due to the stock market.

DIRECTOR'S REPORT: Nothing other than the report.

CITY: No city member present.

TOWNSHIP: Nothing to report.

#### **Unfinished Business**

1. Trustee Development - Township Contracts
  - a. The Board directed Director Rash to look into additional advertising through Pixel Grafix:
    - i. An ad for the newspaper
    - ii. A Facebook ad
  - b. Further discussion regarding presenting information to the townships.
2. Cortes took Oath of Office

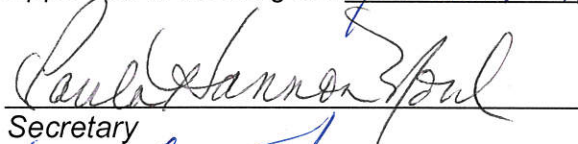
**New Business**

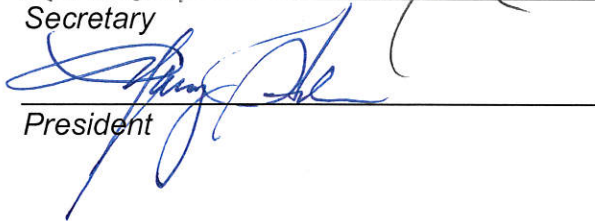
1. Audit Review and Acceptance 21/22 - Motion by Cortes to accept the 21/22 Audit as presented. Support by Burillo. Roll call vote: Cortes-yes, Metzler-yes, Moul-yes, Burillo-yes, Sterk-yes. Motion carried.
2. Director Evaluation Forms - Board members to submit their individual Director reviews to President Sterk by November 7th.
3. Bank Credit Card - finally received approval for a bank card through Shelby State Bank for use by Director Rash.
  - a. Credit Card Policy Amendment - changing the following wording under Issuance to add:
    - i. "up to" two credit cards
    - ii. Account limited to "\$10,000 aggregate credit limit."
  - b. Motion by Metzler to amend the Credit Card Policy as presented. Support by Cortes. Roll call vote: Cortes-yes, Metzler-yes, Moul-yes, Burillo-yes, Sterk-yes. Motion carried.

NEXT MEETING: November 14th at 6:00 p.m.

Meeting adjourned at 7:41pm.

Approved at meeting on: November 14, 2022

  
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Secretary

  
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President