

**HART AREA PUBLIC LIBRARY
REGULAR BOARD MEETING MINUTES
September 11, 2023**

Minutes taken by Paula Moul, Secretary

Called to order at 6:06pm.

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

APPROVAL OF AGENDA: Addition to the Agenda, under New Business, #5: Annual Director Evaluation. Motion to approve the agenda as amended by Burillo, support by Evans. Motion carried.

PUBLIC COMMENT: None.

APPROVAL OF MINUTES: Motion to approve the minutes of August 14, 2023, by Metzler, support by Evans. Motion carried.

REPORTS

SECRETARY: Nothing other than minutes.

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

Motion was made by Burillo, with support by Metzler, to approve invoices and payments for August 2023. Motion carried.

Motion was made by Metzler, with support by Evans, to accept financial reports for August 2023. Motion carried.

DIRECTOR'S REPORT: Nothing other than the report.

CITY: Short update on City activities.

TOWNSHIP: Nothing to report.

Unfinished Business

1. Township Contracts - future planning for township billing. The Board set out a general framework for the process of township billing for the next contract period.
2. City of Hart legal bill - Quit Claim Deed charges. James Evans will take it before the City at tomorrow's meeting to ask that they remove the charges.
3. Environmental Scan for Strategic Plan - work session conducted for board input.

New Business

1. Accountant services - Joan Lound, our current accounting support person, is retiring from auditing services. There are others who can help, and Director Rash will use

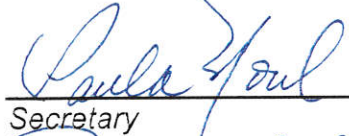
Assistant Director Gray as additional oversight. Discussion. Board concurs with the recommendation by Director Rash.

2. Revised Collection Development Policy - A few minor updates. Motion by Burillo to approve the changes to the collection Development Policy as presented. Support by Evans. Motion carried.
3. Programming Policy - Motion by Burillo to approve the Programming Policy as presented, to be added to our Policy manual. Support by Evans. Motion carried.
4. Budget Policy - Motion by Evans to approve the Budget Policy as presented, to be added to our Policy manual. Support by Burillo. Motion carried.
5. Annual Director Evaluation - set up dates for the process.

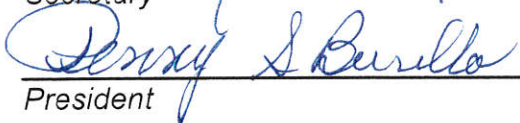
NEXT MEETING: October 9, 2023

Meeting adjourned at 8:24pm.

Approved at meeting on: November 13, 2023



Secretary



President