

**HART AREA PUBLIC LIBRARY
REGULAR BOARD MEETING MINUTES
May 9, 2022**

Minutes taken by Paula Moul, Secretary

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

APPROVAL OF AGENDA: Motion to approve the agenda by Metzler, support by Burillo. Motion carried.

PUBLIC COMMENT: No public present.

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

REPORTS

SECRETARY: Nothing other than minutes.

TREASURER: Nothing other than the Director's printed report.

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

Motion was made by Burillo, with support by Metzler, to accept financial reports for April 2022. Motion carried.

DIRECTOR'S REPORT: Nothing other than the report.

CITY: No one from the City was present.

TOWNSHIP: Todd Metzler was re-appointed to the Library Board.

Unfinished Business

1. Trustee Development - reviewed "*Keeping Governance on Track*" document from American Library Association.
2. Township Contracts - Director Rash has been tasked with getting proposals, that include associated costs, from four different marketing firms. These proposals are to be presented to the Board at the June meeting.

New Business

1. Oath of Office-Metzler - signed and notarized.
2. Fund Balance Policy - Motion by Burillo to adopt Fund Balance Policy as presented, support by Metzler. Motion carried.

3. Building Addition Fund Assignment - Resolution 2022/2023-2, Resolution for the Commitment of Funds for Future Library Building Addition. Motion by Metzler to approve Resolution 2022/2023-2, support by Burillo. Roll Call Vote: Metzler-yes, Moul-yes, Burillo-yes, Sterk-yes. Motion carried.
4. Quickbooks Primary Administrator Transfer - Motion by Burillo, support by Metzler, to authorize Director Rash as the primary administrator on the Hart Area Public Library Quickbooks account with full permissions. Motion carried.

NEXT MEETING: June 13, 2022 at 6:00pm.

Meeting adjourned at 7:07pm.

Approved at meeting on: June 13, 2022



Secretary



President