

March 17, 2025 Leelanau Township Library Meeting of the Board of Trustees Minutes

Present: Mark Morton, Rick Gans, Jamie Scripps, Dale Lersch, Mary Robertson, Amanda Kruk

Absent: None

Staff present: Julie Alpers-Preneta, director

Friends and Public present: Patty Noftz, Alana Osumi both via Zoom

- I. Mark Morton called the meeting to order at 7:05pm
- II. Approval of February Minutes: Rick moved to approve the February minutes, Mary seconded. Unanimous approval.
- III. Public Comment: None
- IV. Director's Report
 - A. The new library website is live. The Great Decisions Discussion Group continues to draw 12-15 participants regularly. The Friends of the Library hosted a successful trivia night. Notary service continues to be used.
 - B. The library experienced a power outage on Saturday, March 15 and discovered the morning of the 17th that only partial lighting was working. Consumers Energy responded and performed a temporary repair. More to come on a permanent solution
- V. Financial Report
 - A. Rick Gans moved to decrease the previously approved \$30,000 budget increase for Consultants (801.4) to \$20,000. Mary Robertson seconded. Unanimous approval.
 - B. Rick moved to increase Programs (747) funding from \$1,000 to \$2,000. Dale seconded. Unanimous approval.
 - C. Rick moved to increase Postage (727.1) by \$100. Amanda seconded. Unanimous approval.
 - D. Utility costs have been accounted for and are in good standing.
 - E. Mary moved to approve the financial report. Rick seconded. Unanimous approval.
- VI. Old Business
 - A. Strategic Planning
 1. The board reviewed the LTL Draft Work Plan for 2025, which will be used as a working document moving forward.
 2. Strategic Planning will no longer be a standing agenda item.
 - B. Budget
 1. Rick moved to amend the 2025 budget to include a 5% staff raise and approve the revised budget. Dale seconded. Unanimous approval.
- VII. New Business
 - A. Meeting calendar: Discussion and approval of the 2025 meeting calendar was postponed to the April 2025 meeting.
 - B. FOLTL Meeting: The Friends of Leelanau Township Library (FOLTL) annual meeting will be held on Wednesday, March 19, 2025, at 3:00 PM. In accordance with the Memorandum of Understanding, Rick Gans (Treasurer) and Mark Morton (President) will attend on behalf of the board.

- C. MI Earned Sick Time Act: The board briefly discussed the Michigan Earned Sick Time Act, noting that the current employee handbook only mentions PTO. Further review and clarification will take place at the next meeting once more information is available.
 - D. Director Evaluation: Performance evaluation sheets were given to board members to be filled out and given to Mark by May 1st. The Director Evaluation will take place at the May meeting.
- VIII. Public Comment: None
- IX. Closed Session:
 - A. Dale moved to enter closed session at 7:36 PM to discuss real estate matters. Rick seconded. A roll call vote was taken, and the motion was approved unanimously.
 - B. Dale moved to return to open session at 8:10 PM. Rick seconded. Unanimous approval.
- X. Adjournment: Mary Robertson moved to adjourn at 8:11pm

Next meeting: Monday, April 21, 2025 at 7pm

Notes recorded by Alana Osumi

Minutes respectively submitted by Amanda Kruk, secretary