

# Spring Lake District Library Board Minutes

## December 21, 2022

Present: Carolyn Boersma, Mary Eagin, Gordon Gallagher, Skylar Garrison, Bonnie Suchecki , David Takitaki

Also present: Maggie McKeithan, Library Director; Amanda Rantanen, Business Manager

Absent: Christine Burns

The meeting was held in person at the Spring Lake District Library.

**The meeting was called to order** at 10:05 a.m. by Board President Gordon Gallagher

**Motion to approve the agenda**, made by Bonnie Suchecki and supported by Skylar Garrison. The motion was approved unanimously.

**No public comment.**

**Motion to approve the minutes of the November 16, 2022 meeting** was made by Carolyn Boersma and supported by Bonnie Suchecki. The motion was approved unanimously.

**Motion** made by David Takitaki and supported by Skylar Garrison **to accept the financial reports from November 2022 and approve the payment of bills.** The motion was approved unanimously.

### **Director's Report:**

Maggie reviewed her written Director's Report. She noted the SLDL staff taking leadership roles in the Lakeland Library Cooperative.

### **Building Refresh:**

**Motion** made by Carolyn Boersma and supported by David Takitaki **to approve the Fee Amendment for Professional Services from C2AE.** The motion was approved unanimously.

Maggie reported that the Capital Campaign has received \$16,000 at the GHACF and we have received a commitment for \$100,000 from an anonymous donor. A card mailer has gone out about the Blizzard of Books that includes information on the Refresh Project.

### **Old Business:**

**Motion** was made by Bonnie Suchecki and supported by David Takitaki **to approve a 7.9% COLA to the 2023 Salary Step System.** The motion was approved unanimously.

**Motion to approve the Paid Time off Policy** made by Carolyn Boersma and supported by Skylar Garrison. The motion was approved unanimously.

**Motion to approve the Resolution Adopting the MERS Defined Contribution Plan Resolution and authorizing Maggie to sign the MERS documents**, made by Bonnie Suchecki and supported by Skylar Garrison. Roll call vote was taken: Boersma – yes, Eagin – yes, Garrison – yes, Suchecki – yes, Takitaki – yes, Gallagher – yes. The Motion passed.

**New Business:**

**Motion** made by Mary Eagin and supported by Bonnie Suchecki **to approve SLDL 2022 Budget Amendment.** The motion was approved unanimously.

**Motion** made by Bonnie Suchecki and supported by Mary Eagin **to approve the quote from the Michigan Township Participating Plan (the Par Plan) for General Property Insurance and Director and Officers Insurance with a start date of January 1, 2023.** The motion was approved unanimously.

**Motion to adjourn at 11:18 a.m.** made by David Takitaki and supported by Skylar Garrison. The motion was approved unanimously.

Respectfully submitted,

Mary Eagin, Secretary