

1 **PAW PAW DISTRICT LIBRARY**  
2 **BOARD OF TRUSTEES MEETING**  
3 **March 20, 2023**  
4

5 President Brian Wiersma called the regular monthly meeting of the Paw Paw District Library  
6 Board of Trustees to order at 7:01 PM at the Paw Paw District Library.  
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8 Board members present: Brian Wiersma, Sherry Bennett, Jeremy Davison, Suzanne Miller,  
9 Julie Pioch; Absent: Krystal Seibert, Catey Bolton.  
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11 It was noted that Trustee Bolton will be unable to attend meetings in person for several  
12 months due to an injury and will be listening to the proceedings remotely in order to stay  
13 up to date with library business. She will not participate in the meetings per the Michigan  
14 Open Meetings Act.  
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16 Staff present: Gretchen Evans, Director; Seth Koches, Attorney  
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18 Public in attendance: Jim Miller, Joe Bennett  
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20 **PUBLIC COMMENT**

21 Jim Miller from Friends of the Library reported that long time member Kathleen Wiesner  
22 announced that she will be stepping down from her post as fundraising chair.  
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24 **MINUTES**

25 A motion was made by Bennett and seconded to approve the minutes of the regular  
26 meeting of February 20, 2023. The motion was adopted.  
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28 **FINANCIAL REPORT**

29 The monthly financial report included:

- 30 • A custom summary report for February 2023 showing total income of \$100,296.57  
31 and total expenses of \$61,545.54 for a net income of \$38,751.03.
- 32 • Profit & Loss Budget vs. Actual income and expenses for February 2023.
- 33 • Balance sheet as of 2/28/2023 showing total liabilities and equity of \$1,501,965.24
- 34 • A custom summary report of the PPDL Debt Fund showing net income of  
35 \$11,944.22
- 36 • Balance sheet as of 2/28/2023 of the PPDL Debt Fund showing total liabilities and  
37 equity of \$153,429.25.
- 38 • A list of bills to paid for the period of 2/1/2023 to 2/28/2023 with total expenditures  
39 to be paid of \$61,545.54. Included in the list were wages of \$34,746.22 and fringe  
40 benefits of \$6241.71.  
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42 A motion was made by Miller and seconded to pay the bills as presented for the period of  
43 2/1/2023 to 2/28/2023 with total expenditures to be paid of \$ of \$61,545.54

44 The motion was adopted with a roll call vote (Yes: Sherry Bennett, Julie Pioch, Jeremy  
45 Davison, Suzanne Miller, Brian Wiersma. No: None).

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**LIBRARY DIRECTOR REPORT**

Director Evans provided a written report of her activities for the month, an update on library operations and programs and a PPDL Statistics for the month of February. The audit was completed and the Director provided copies for the board to review in preparation for a presentation by library auditor Siegfried Crandall, PC., at the April meeting.

The prairie burn permit was denied by the Paw Paw Fire Chief. Director Evans invited Trustees to join her at the Village of Paw Paw Council Meeting on March 27 where she will request permission from the council to approve the permit.

**COMMITTEE REPORTS**

**Buildings and Grounds:** No report

**Personnel and Nominating:** On behalf of the committee, Trustee Davison reported on the plan for the Director’s annual review. The process will be the same as last year. Davison will send evaluation forms to trustees to complete and return to him. The Director has submitted her self-evaluation. Suggested goals will be based on the strategic plan implementation.

**Finance:** No report

**Policy & Bylaws:** No report

**BOARD MEMBER REPORTS**

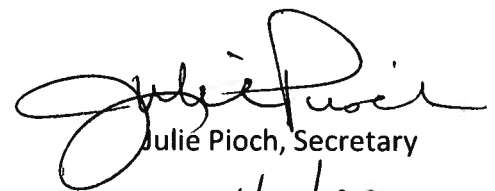
Bennett reported that there is an interest in “Story Walks” in the community and the Van Buren District Library agreed to be the holder of materials if something gets organized.

Davison expressed his gratitude for the rotating library arrangement with the later elementary and enjoyed working with Jacob on reading month.

**NEW BUSINESS**

There was no new business to come before the board.

The meeting adjourned at 7:34 PM.



Julie Pioch, Secretary

Date Approved: 4/17/23