

1 **PAW PAW DISTRICT LIBRARY**
2 **BOARD OF TRUSTEES MEETING**
3 **May 15, 2023**
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5 President Brian Wiersma called the regular monthly meeting of the Paw Paw District Library
6 Board of Trustees to order at 7:00 PM at the Paw Paw District Library.

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8 Board members present: Brian Wiersma, Sherry Bennett, Suzanne Miller, Krystal Seibert
9 Members Absent: Catey Bolton, Jeremy Davison and Julie Pioch

10
11 Staff present: Gretchen Evans, Director

12
13 Public in attendance: Jim Miller, Kathy Weisner, Jeff Rood

14
15 **PUBLIC COMMENT**

16 Jim Miller from The Friends of the Library reported that the book sale is coming this
17 weekend. The library has the sale on their Facebook page as well as posters and handouts.
18 There will be a celebration of Kathy Weisner's years of service as President of the Friends of
19 the Library at the May 24, 2023 Friends meeting.

20
21 Kathy Weisner from the Friends of the Library presented a letter with some suggestions for
22 use of the library vacant property to the board.

23
24 **PRESENTATIONS**

25
26 President Wiersma presented a certificate of appreciation to Kathy Weisner for her many
27 years of service to the library. A brick has also been placed at the library entry in her honor.

28
29 The Paw Paw District Library 2022 Financial Audit report was presented by Jeff Rood from
30 Siegfried, Crandall, PC. The audit ended up with a clean opinion. Nothing changed from last
31 year. There is a consistent fund balance. Overall, the audit showed that the library is
32 financially healthy.

33
34 **MINUTES**

35 A motion was made by Bennett and seconded to approve the minutes of the regular
36 meeting of April 13, 2023. The motion was adopted.

37
38 **FINANCIAL REPORT**

39 The monthly financial report included:

- 40
- 41 • A custom summary report for April 2023 showing total income of \$130,305.16 and
total expenses of \$78,824.27 for a net income of \$51,480.89
 - 42 • Profit & Loss Budget vs. Actual income and expenses for April 2023.
 - 43 • Balance sheet as of 4/30/2023 showing total liabilities and equity of \$1,717,713.17
 - 44 • A custom summary report of the PPDL Debt Fund showing net income of
45 \$13,515.91

- 46 • Balance sheet as of 4/30/2023 of the PPDL Debt Fund showing total liabilities and
47 equity of \$99,539.15
48 • A list of bills to paid for the period of 4/1/2023 to 4/30/2022 with total expenditures
49 to be paid of \$78,824.27. Included in the list were wages of \$32,795.30 and fringe
50 benefits of \$6,112.10.
51

52 A motion was made by Miller and seconded to pay the bills as presented for the period of
53 4/1/2023 to 4/30/2023 with total expenditures to be paid of \$78,824.27. The motion was
54 adopted with a roll call vote (Yes: Krystal Seibert, Sherry Bennet, Suzanne Miller, Brian
55 Wiersma. No: None).
56

57 **LIBRARY DIRECTOR REPORT**

58 Director Evans provided a written report of her activities for the month, an update on
59 library operations and programs and a PPDL Statistics for the month of April.
60

61 **COMMITTEE REPORTS**

62 **Buildings and Grounds:** The committee made a motion to approve the removal of the
63 information desk and the construction of new cabinetry behind the circulation desk. The
64 Motion was adopted with a roll call vote (Yes: Krystal Seibert, Sherry Bennet, Suzanne
65 Miller, Brian Wiersma. No: None).
66

67 **Personnel and Nominating:** No report
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69 **Finance:** No report
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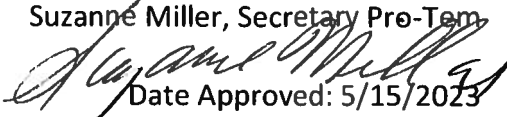
71 **Policy & Bylaws:** No report
72

73 **NEW BUSINESS**

74 A motion was made by Krystal Seibert and seconded to approve the 2022 Audit report as
75 prepared by Seigfried, Crandall, PC. The motion was adopted with a roll call vote (Yes:
76 Krystal Seibert, Sherry Bennet, Suzanne Miller, Brian Wiersma. No: None).
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Suzanne Miller, Secretary Pro-Tem



Date Approved: 5/15/2023