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3 **PAW PAW DISTRICT LIBRARY**
4 **BOARD OF TRUSTEES REGULAR MEETING**
5 **November 20, 2023**

6 President Brian Wiersma called the regular monthly meeting of the Paw Paw District Library
7 Board of Trustees to order at 7:00 PM at the Paw Paw District Library.

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

11
12 Staff present: Gretchen Evans, Director

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14 **PUBLIC COMMENT**

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16 Jim Miller from Friends of the Library announced the Friends' next Book Sale will be May 17
17 and 18, 2024.

18
19 **MINUTES**

20 A motion was made by Pioch and seconded to approve the minutes of October 16, 2023.
21 The motion was adopted.

22
23 **FINANCIAL REPORT**

24 The monthly financial report included:

- 25 • A custom summary report for October 2023 showing total income of \$13,671.58 and
26 total expenses of \$78,566.25 for a net income of -64,894.67
- 27 • Profit & Loss Budget vs. Actual income and expenses for October 2023.
- 28 • Balance sheet as of 10/31/2023 showing total liabilities and equity of \$1,375,354.11
- 29 • A custom summary report of the PPDL Debt Fund showing net income of \$131.09
30 and PPDL Debt Fund Balance Sheet showing total liability and equity of \$75,645.91
- 31 • A list of bills to paid for the period of 10/1/2023 to 10/31/2023 with total
32 expenditures to be paid of \$78,566.25. Included in the list were wages of \$32,330.68
33 and fringe benefits of \$5432.79.

34
35 A motion was made by Seibert and seconded to pay the bills as presented for the period of
36 10/1/2023 to 10/31/2023 with total expenditures to be paid of \$78,566.25. The motion was
37 adopted with a roll call vote (Yes: Krystal Seibert, Suzanne Miller, Brian Wiersma, Julie
38 Pioch, Jeremy Davison; No; None).

39
40 **LIBRARY DIRECTOR REPORT**

41 Director Evans provided a written report of her activities for the month, an update on
42 library operations and programs and a PPDL Statistics for the month of October.

43
44 **COMMITTEE REPORTS**

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46 **Buildings and Grounds:** No report

47 **Personnel and Nominating:** Trustee Davison reported that the committee met on 10/26/23
48 and 11/1/23 to discuss the 2024 wage proposal. On behalf of the committee, Davison
49 moved the adoption of the wage proposal as presented. The motion was adopted with a roll
50 call vote (Yes: Krystal Seibert, Suzanne Miller, Brian Wiersma, Julie Pioch, Jeremy Davison;
51 No; None).

52

53 The committee also proposed a slate of candidates of officers to be voted on at the January
54 2024 regular meeting: Brian Wiersma, President; Suzanne Miller, Vice-President; Julie
55 Pioch, Secretary and Catey Bolton, Treasurer.

56

57 **Finance:** Trustee Seibert reported that the committee met earlier in the month to review
58 the proposed budget for 2024 which included the 2024 wage proposal figures. She and
59 Director Evans answered questions from the board. Adoption of the budget will be on the
60 Agenda in December.

61

62 It was moved by Seibert and seconded to schedule a public hearing on the 2024 budget for
63 December 18, 2023 at 6:50. The motion passed.

64

65 **Policy & Bylaws:** No Report

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67 **Committee of the Whole:** The trustees resumed the property development discussion.

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69 **BOARD COMMENTS**

70 Miller reported on attending the MLA conference and shared information she learned from
71 the sessions she attended.

72

73 **NEW BUSINESS**

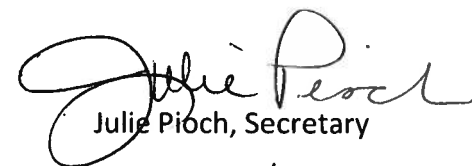
74 Director Evans presented two bids for snowplowing one from Chris Vogt and the other from
75 Hal's Lawn Care. It was moved by Davison and seconded to approve the bid from Hal's lawn
76 Care for 2023/2024. The motion was adopted with a roll call vote (Yes: Krystal Seibert,
77 Suzanne Miller, Brian Wiersma, Julie Pioch, Jeremy Davison; No; None).

78

79 The meeting adjourned at 7:56

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81


Julie Pioch, Secretary

Date Approved: 12/18/23