

MILFORD TOWNSHIP LIBRARY BOARD
Minutes of Regular Meeting
Tuesday, July 26, 2022 7:00 P.M.

Members Present: Vice President Barbara Harris, Secretary Marianne McMunn and Trustee Megan Weeks. President Janet Keef, Trustee Donna Gramlich and Trustee Judy Clemens were absent. Also present were Library Director Tina Hatch and Administrative Assistant Mary VanDerworp to record the minutes.

1. **Call to Order:** Vice President Harris called the meeting to order at 7:00.
2. **Consent Agenda:** A motion to approve the Consent Agenda was made by Megan Weeks and seconded by Marianne McMunn. All were in favor, motion carried.
3. **Approval of Agenda:** Motion to approve the Agenda was made by Megan Weeks and seconded by Marianne McMunn. All were in favor, motion carried.
4. **Call to the Public:** None
5. **Unfinished Business:**
 - 5.1 Facility Improvements
 - 5.1.1 LED Lighting: Director Hatch reported that the LED lighting project has been completed. The board took a tour of the new lighting in the youth area.
 - 5.1.2 Sidewalks/Parking Lot: Director Hatch has had a discussion with OHM, a municipal engineering firm that has been contracted by the Village of Milford in the past. OHM will make a site visit and then a proposal regarding repairs to the sidewalks and parking lot.
 - 5.2 Contract for Director: This matter was tabled.
 - 5.3 Personnel Policy Revisions: This matter was tabled
6. **New Business:**
 - 6.1. Set Budget Hearing: the Budget Hearing has been set for August 23, 2022 at 6:45 PM, just prior to the regular board meeting.
 - 6.2. Open Forum: The Library website has been migrated to A2hosting by TLN. There are still some issues that need to be addressed with TLN regarding forms. Looking ahead, the website may need updating.
7. **Communications:** None
8. **Adjournment:** A motion to adjourn was made by Megan Weeks and seconded by Marianne McMunn. All were in favor, the motion carried. The meeting was adjourned at 7:30 p.m.

Respectfully submitted,

Marianne McMunn
Secretary

Mary VanDerworp
Recording Secretary