

MILFORD TOWNSHIP LIBRARY BOARD
Minutes of Regular Meeting
Tuesday July 25, 2023 7:00 P.M.

Members Present: President Janet Keef, Vice-President Barbara Harris, Treasurer Donna Gramlich, Acting Secretary Kimberly Gutierrez, Trustees Megan Weeks and Jill Mondrush. Also present were Library Director Tina Hatch and Administrative Assistant Mary VanDerworp, to record the minutes.

- 1. Call to Order:** The Meeting was called to order at 7:00 PM by Janet Keef.
- 2. Consent Agenda:** A motion to approve the Consent Agenda was made by Donna Gramlich and seconded by Megan Weeks. All were in favor, the motion carried.
- 3. Approval of Agenda:** A motion to approve the agenda was made by Megan Weeks and seconded by Kimberly Gutierrez. All were in favor, the motion carried.
- 4. Call to the Public:** A high school student was present to fulfill requirements for his Government class.

5. Unfinished Business:

5.1. Facility Improvements:

5.1.1. Sidewalks/Parking Lot (including lighting and landscaping): The bid documents are nearly finished and should go out for bids next week.

5.2. Contract for Director: The Board will now discuss the contract language with the attorney.

6. New Business

6.1 Set Budget Hearing: Donna Gramlich moved to set the public hearing for the 2024 proposed budget on August 22, 2023 at 6:45 PM. The motion was seconded by Barbara Harris. All were in favor, the motion carried.

6.2 Policy Reviews: Policy 600, Policy 704 and Policy 403.1, as revised by the attorney, were presented to the board. A motion to accept the revisions of policies 600, 704 and 403.1, including a resolution to adopt a resolution to adopt a public comment policy, was made by Megan Weeks. The motion was seconded by Kimberly Gutierrez. All were in favor, the motion carried.

6.3 Request to Attend MLA and PLA Conferences: Director Hatch has made a proposal to attend the 2023 MLA conference and the 2024 PLA conference. A motion to approve the proposal for Director Hatch to attend the 2023 MLA Conference and the 2024 PLA Conference was made by Donna Gramlich and seconded by Barbara Harris. All were in favor, the motion carried.

6.4 EV Chargers: The Library has been invited to participate in the GM Dealer Community Charging Program, but the parking lot work may impact our ability to participate.

6.5 Board Member Comments: Janet Keef spoke of the recent dedication of the Judy Clements Memorial.

7. Communications: Kimberly Gutierrez spoke of the “Seven Communities One Book” program which some neighboring libraries have taken part in.

8. Adjournment: A motion to adjourn was made by Donna Gramlich and seconded by Megan Weeks. All were in favor. At 7:50 PM the meeting was adjourned to August 22, 2023 at 7:00 PM.

Respectfully Submitted,

Kimberly Gutierrez
Acting Secretary

Mary VanDerworp
Recording Secretary