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**PAW PAW DISTRICT LIBRARY  
BOARD OF TRUSTEES MEETING  
Public Hearing on 2022 Budget  
November 15, 2021**

Vice President Suzanne Miller called to order a public hearing to hear comments from the public on the 2022 proposed library budget at 7:05 PM. No comments were heard.

It was moved by Seibert and seconded to adjourn the public hearing at 7:07. Motion was adopted.

**PAW PAW DISTRICT LIBRARY  
BOARD OF TRUSTEES MEETING  
November 15, 2021**

Vice President Suzanne Miller called the regular monthly meeting of the Paw Paw District Library Board of Trustees to order at 7:07 PM at the Paw Paw District Library.

Board members present were Jeremy Davison, Julie Pioch, Suzanne Miller, Krystal Seibert, Catey Bolton. Sherry Bennett was present at the meeting via Zoom; Absent Brian Wiersma.

Staff present: Gretchen Evans, Director

Public in attendance: Jim Miller

**PUBLIC COMMENT**

No public comment

**MINUTES**

A motion was made by Seibert and seconded to approve the minutes of the regular meeting of October 18, 2021. The motion was adopted.

**FINANCIAL REPORT**

The monthly financial report included:

- A custom summary report for October 2021 showing total income of \$552.27 and total expenses of \$64,620.79 for a net income of \$-64,068.52.
- Profit & Loss Budget vs. Actual income and expenses January through October 2021.
- Balance sheet as of 10/31/2021 showing total liabilities and equity of \$1,169,451.14.
- A list of bills to paid for the period of 10/1/2021 to 10/31/2021 with total expenditures to be paid of \$64,620.79. Included in the list were wages of \$35,117.38 and fringe benefits of \$6,014.05.

A motion was made by Bolton and seconded to pay the bills as presented for the period of 10/1/2021 to 10/31/2021 with total expenditures to be paid of \$64,620.79

The motion was adopted with a roll call vote (Yes: Jeremy Davison, Julie Pioch, Suzanne Miller, Krystal Seibert, Catey Bolton; No: None).

46 **LIBRARY DIRECTOR REPORT**

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

50 Director Evans presented information about a national librarian conference in Oregon that  
51 she would like to attend in 2022. It was moved by Seibert and seconded to approve  
52 Director Evan’s request to attend the 2022 Public Library Association conference in  
53 Portland, Oregon. Motion was adopted with a roll call vote (Yes: Jeremy Davison, Julie  
54 Pioch, Suzanne Miller, Krystal Seibert, Catey Bolton; No: None).

55

56 **COMMITTEE REPORTS**

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58 **Policy and Bylaws:** The committee met on 11/11/2021 to discuss an update to the  
59 Materials selection policy, a new patron credit card policy and retirement of the dress code  
60 policy. The committee provided a verbal overview of the rational for each proposed change  
61 and moved the adoption of the following policy updates:

62

63 To replace the current Materials Selection Policy with the new Collection Development  
64 Policy dated 11/15/2021. The motion was adopted with a roll call vote (Yes: Jeremy  
65 Davison, Julie Pioch, Suzanne Miller, Krystal Seibert, Catey Bolton; No: None).

66

67 To adopt the new Credit/Debit Card Acceptance Policy dated 11/15/2021. The motion was  
68 adopted with a roll call vote (Yes: Jeremy Davison, Julie Pioch, Suzanne Miller, Krystal  
69 Seibert, Catey Bolton; No: None).

70

71 To retire the Dress Code policy dated 11/21/2005. The motion was adopted with a roll call  
72 vote (Yes: Jeremy Davison, Julie Pioch, Suzanne Miller, Krystal Seibert, Catey Bolton; No:  
73 None).

74

75 **BOARD MEMBER REPORTS**

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77 Trustee Seibert reported that the dinosaur night-time event was very successful.

78

79 **UNFINISHED BUSINESS & GENERAL ORDERS**

80

81 **2022 Budget Resolution**

82

83 The finance committee moved the adoption of the following resolution:

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85 WHEREAS, pursuant to Act 2, Michigan Public Acts of 1968, as amended, before adoption of  
86 a budget, a public hearing shall be held after 6 days’ notice by publication;

87

88 WHEREAS, a properly noticed public hearing was held on today’s date at 7:05 p.m.;

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90 WHEREAS, all persons appearing and wishing to be heard on the matter were afforded an  
91 opportunity to do so at the public hearing;

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WHEREAS, the Paw Paw District Library had a Truth in Taxation hearing at a previous date and time wherein its millage, bond, and other matters were discussed and subsequently approved;

WHEREAS, the Board has reviewed the proposed 2022 Budget;

NOW THEREFORE, THE PAW PAW DISTRICT LIBRARY HEREBY RESOLVES to approve the Proposed 2022 Budget in the amounts and the rates set forth therein.

Motion was adopted with a roll call vote (Yes: Jeremy Davison, Julie Pioch, Suzanne Miller, Krystal Seibert, Catey Bolton; No: None).

**Mission Statement Discussion**

The trustees spent some time working on revising the library mission statement.

The meeting was adjourned at 8:01 PM

Julie Pioch, Secretary

Date Approved: \_\_\_\_\_

DRAFT