

## Mission Statement

*The White Lake Community Library, as a cultural destination, will lead the community to the world's information and ideas and be the link for enrichment, entertainment and life-long learning.*

### White Lake Community Library Library Board Meeting Minutes Wednesday, March 27, 2024 Immediately following the Annual Meeting

**Board Members Present:** Brian Hosticka, Annlyn McKenzie, Norm Kittleson, Ruth Grenell, Charles Ayres, Bobbie Allred

**Absent:** Lynnette Johnson, Ray Veeder

**Staff Present:** Virginia DeMumbrum, Pam Osborn

**Guest:** Doug Vredevelde, CPA; Brad VanBergen, General Contractor

1. **Call to Order** President Brian Hosticka called the meeting to order at 5:21pm.
2. **Installation of returning board member Charles Ayres**
3. **Approval of the Consent Agenda**
  - a. Agenda
  - b. Minutes of the February 28, 2024 board meeting
  - c. Treasurer's Report for February, 2024
  - d. Financial Statements for February 2024
  - e. Bills to be Paid \$14,241.36
  - f. Correspondence – note from staff member, kudos from patron.  
Motion to approve Consent Agenda made by Annlyn, seconded by Norm. Motion approved.
4. **Discussion with Brad VanBergen, General Contractor, regarding entrance tower damage**

Brad discussed original design of the library canopy, proposed his recommendations for proper weatherization and drainage to prevent further damage.
5. **Annual Audit Presentation by Doug Vredevelde of Vredevelde Haefner**

Doug reported a good clean audit. Reviewed several points in the report.
6. **Reports**
  - a. Director's Report - attached.
  - b. Policy/Personnel Committee-voting on Employee Handbook
  - c. Finance Committee- Audit from Annual Meeting
  - d. Government Liaison Committee-No report
  - e. Board Development Committee-No report
7. **Unfinished Business**-None
8. **New Business**

- a. Committee Appointments  
Motion to approve current Committee Appointments made by Ruth, seconded by Annlyn. Motion passed.
  
- b. Resolution 2024-2, Authorized Financial Institutions and Check Signers  
Motion to approve Resolution 2024-2 made by Ruth, seconded by Annlyn.  
Roll Call Vote:  
Brian-yes  
Annlyn-yes  
Norm-yes  
Ruth-yes  
Charles-yes  
Bobbie-yes  
Motion approved.
  
- c. New Employee Handbook  
Motion to adopt the New Employee Handbook made by Ruth, seconded by Annlyn. Motion approved.

**9. Public Comment** - *If you wish to address the board on any matter, please state your name and limit your comments to 5 minutes.*

Ruth Grenell, thanks to the board members/officers for their time volunteering on the board.

Annlyn McKenzie, thanks to Virginia and Elly for clean audit. Remarks on Brad VanBergen's donated time, options for recognition.

**10. Adjournment**

Motion to adjourn made by Norm, seconded by Charles. Motion carried. The meeting was adjourned at 6:29 pm.

**Next Meeting: Wednesday, April 24 at 5:15 pm**