

**White Lake Community Library  
Library Board Meeting Minutes  
Wednesday, February 24, 2021  
5:15 pm via Zoom**

**Present:** Charles Ayers, Ruth Grenell, Annlyn McKenzie, Lynnette Johnson, Melissa Martin, Norm Kittleson, Brian Hosticka, & Bobbie Allred.

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

**Guest:** Doug Vredevelde, Brad VanBergen

1. **Called to Order at:** Meeting was called to order at 5:17 p.m.
2. **Board Member Location Statements:** The following board members each stated their name and the city/township and state they were in while participating remotely in the meeting; **Ruth Grenell** - Whitehall Township, Michigan; **Lynnette Johnson** - Fruitland Township, Michigan; **Norm Kittleson** - City of Whitehall, Michigan; **Annlyn McKenzie**, Fruitland Township, Michigan; **Melissa Martin** - City of Whitehall, Michigan; **Bobbie Allred** - Fruitland Township, Michigan and **Brian Hosticka** - City of Muskegon, Michigan; **Charles Ayers** - Whitehall Township, Michigan..
3. **Approval of the Consent Agenda: Motion** - Ruth **Second** - Brian Motion carried.
  - a. Agenda
  - b. Minutes of the January 27, 2021 board meeting
  - c. Treasurer's Report, January 2021
  - d. Financial Statements
  - e. Bills to be Paid
  - f. Correspondence – Letter from Fruitland Township resident Jeff Marcinkowski, annual Hoopla review, note of gratitude from Misty Stapel
4. **Annual Audit Presentation by Doug Vredevelde** - Virginia and Ellie do a fantastic job keeping the records. We had very minor adjustments. Good clean opinion with the audit. Millage was renewed, no longer a debt millage. Covid - may have altered a few things, less programming and less cost due to covid and the closure. Designated projects - use those first before general projects. County penal fines down a bit, projected to go down, keep eye on these as we move into 2021.
5. **Reports**
  - a. Director's Report - Highlighting - Interview with someone for facilities manager, another one or two coming soon. Finance policy - ready to move on it.
  - b. Policy/Personnel Committee – extension of nepotism waiver - since we are using Pam's husband to fill in for the facilities manager. We would like to extend Nepotism Waiver until we have a permanent person in place and hired. Motion - Ruth, Second - Charles Motion carried.

- c. Finance Committee – Updated Finance Policy - We would like to wait until the next meeting to vote on the policy.
- d. Government Liaison Committee - Nothing new to report.
- e. Board Development Committee - Good for the time being.

**6. Unfinished Business**

**7. New Business**

- a. Nominating Committee – 3 members appointed are: New Officer positions that will begin in March. Nomination committee - Annlynn McKenzie, Lynnette Johnson, and Brian Hosika. The three will meet and will talk to people and present the slate. All seats are open; President, Vice President, Treasurer and Secretary.
- b. Resolution 2021-01, Project Management - Motion Ruth, Second Brian. Roll call - every member was in agreement, resolution passed.
- c. Resolution 2021-02, Fines Free Library - Motion Norm Second Charles. Roll call vote - every member was in agreement, resolution approved.

**8. Public Comment** - Jeff Marcinkowski noted that Brad will do a great job as project manager for the HVAC system, for the library, he lives among and represents the community.

**9. Adjournment** - Meeting was adjourned at 5:56 p.m.

**Annual Meeting: March 24, 2021 at 5:15 p.m. Regular March Board Meeting immediately following.**

*Respectfully submitted,*

*Melissa Martin  
Board Secretary*