

**Mason County District Library
Board of Trustees Minutes
Annual Organizational Meeting
February 21, 2024
4:00 pm
Ludington Library**

Call to Order: The Annual Organizational Meeting was called to order at 4:04 pm.

Attendance: Board members present: April Alvarado, Deanne Gancarz, Natalie Grochowski, Séan Henne, Susan Johnson, Laura Thompson; also present: Director Eric Smith, Scottville Branch Manager Ingrid Fournier, Head of Youth Services Emily Garland.
Board members absent: Jennifer Doggett

Agenda: Johnson moved, Grochowski seconded to approve the agenda for the Organizational Meeting. Approved.

Public Comment/Correspondence: None.

Election of Officers: Chair – Laura Thompson; Vice-Chair – Susan Johnson; Secretary – Deanne Gancarz; and Treasurer – Natalie Grochowski were nominated by Henne, Grochowski seconded. Approved.

Appointment of Board Committees:

Finance – Grochowski, chair; Henne, Johnson
Personnel – Grochowski, chair; Gancarz, Henne
Buildings – Alvarado, chair; Doggett, Gancarz
Vision – Johnson, chair; Alvarado, Doggett
Henne moved, Grochowski seconded. Approved.

Recording secretary: Gancarz moved, Alvarado seconded to approve Emily Garland recording secretary. Approved.

Meeting Dates and Times: Alvarado moved, Gancarz seconded to approve the following schedule. Approved.

February 21, Ludington, 4:00 pm
March 20, Scottville, 4:00 pm
April 17, Ludington, 4:00 pm
May 15, Scottville, 4:00 pm
June 19, Ludington, 4:00 pm
August 21, Scottville, 4:00 pm
September 18, Ludington, 4:00 pm
October 16, Scottville, 4:00 pm
November 20, Ludington, 4:00 pm
December 18, Scottville, 4:00 pm

Review of By-Laws and Operating Procedures: Smith reviewed By-Laws page 7, section #13 in regards to public comment sections of the meetings. Grochowski moved, Johnson seconded to approve the By-Laws as amended. Approved.

Additional Expressions from the Public: None.

No executive session was necessary.

Chair adjourned the meeting at 4:28 pm.

**Mason County District Library
Board of Trustees Minutes
Regular Meeting
February 21, 2024
4:00 pm
Ludington Library**

Call to Order: Thompson called the Regular Meeting to order at 4:28 pm.

Attendance: Board members present: April Alvarado, Deanne Gancarz, Natalie Grochowski, Séan Henne, Susan Johnson, Laura Thompson; also present: Director Eric Smith, Scottville Branch Manager Ingrid Fournier, Head of Youth Services Emily Garland.
Board members absent: Jennifer Doggett.

Agenda: Johnson moved to approve the agenda with one amendment, Henne seconded.
Approved.

Public Comment/Correspondence: None.

Minutes: Grochowski moved to approve the minutes of the December 20, 2023 Regular meeting.
Gancarz seconded. Approved.

Treasurer's Report and Payment of Claims: Gancarz moved, Johnson seconded to accept the Treasurer's report. Approved. Johnson moved, Gancarz seconded to pay operating expenditures of \$151,483.13 for December 2023. Approved. The January finances will be presented at the next meeting.

Librarian's Report: Garland reported on December and 2023 Year-end statistics. Smith updated the Board on the Ludington lighting project and the upcoming Washington, DC trip for Robin Seymour and Thomas Trahey.

Committee Reports: None.

Old Business: Grochowski presented the final draft for the Director's Job Description. Johnson moved, Gancarz seconded to approve the Job Description with suggested revisions. Approved.

New Business: Alvarado mentioned that she had attended the MLA Connect Advocacy Hour on February 15 and will report to the Board at the next meeting.

Public Comment: None.

Adjournment: Chair adjourned the meeting at 5:21 pm.

Secretary _____