

Sodus Township Library

3776 Naomi Rd. Sodus, MI 49126

Board of Trustees Meeting Minutes

Date: May 09, 2023

Meeting called to order 5:40 p. m.

Board Members Present: Erica Santiago, President; Chris Peters, Treasurer; Victoria Chandler, Secretary; Gina Edwards and Carol French Quattrin, Trustees

Board Members Absent: Colleen Hurst, Vice President

Staff Members Present: Gabrielle Porter, Director

Public Present: None

Approval/Amendments of the Agenda

May 2023 Agenda was distributed via email prior to the meeting. A motion made by French Quattrin to approve the agenda as presented with no additions, seconded by Edwards. 5 Yeas, 0 Nays, 0 Abstention, motion approved.

Approval of Minutes

Special Meeting 11Apr23 Minutes were distributed via email prior to the meeting. A motion made by French Quattrin to approve the minutes as presented with no additions or corrections, seconded by Edwards. 5 Yeas, 0 Nays, 0 Abstention, motion approved.

April 2023 Minutes were distributed via email prior to the meeting. A motion made by French Quattrin to approve the minutes as presented with no additions or corrections, seconded by Edwards. 5 Yeas, 0 Nays, 0 Abstention, motion approved.

Treasurers Report

Treasurer Peters distributed and presented the following written report:

- Monthly Bills to be Paid: \$2,488.07

A motion made by Peters to pay the bills as presented, seconded by French Quattrin. Hearing no questions, 5 Yeas, 0 Nays, 0 Abstention, motion approved.

- Operational Fund: \$120,589.87 04/30/23
- Memorial Fund: \$ 6,253.98 04/30/23
- Savings Fund: \$ 5.00 04/30/23
- Accounts Payable Fund: \$ 51,938.67 04/30/23
- Audit Report/Update: None

Director's Report

Director Porter distributed and presented the April 2023 stats and report.

- Patrons: 179
- Groups
 - Needlework Club 4 mtgs: 20
 - Book Club: 5
 - Board Event 2 mtgs: 0
- Programs/Events
 - Donut & Coffee: 10
 - Kid's Crafts: 13
 - DIY Crafts: 13
 - Storytime 1mtgs: 1
 - Word Search handout: 20
 - Children's Scavenger Hunt: 4
 - Children's Reading Bingo: 2
 - Recipe Exchange: 13
 - Saturday Movies 4mtgs: 3
- Summer Reading Program: Sign up begins May 22nd.

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Old Business

- STL FMP&P Amendment: Investment Policy

A motion made by Santiago to approve amendment(s), pg. 16-18 Investment Policy, I. Purpose II. Objectives, A. Safety. B. Diversification, C. Liquidity, D. Return on Investment, III. Delegation of Authority, IV. Authorized Instruments, V. Safekeeping and Custody, VI. Prudence, VII. Effective Date, Appendix 1 Certification, seconded by Peters. No further discussion. 5 Yea/0 No/ 0 Abstain, motion carried.

- GovMIC Investment Managers or further companies update/discussion: Investment Policy approved, the board discussed to have Director Porter review our FMP&P Manual and if our policies will work with them.
- Outside Building Maintenance update: Board reviewed the bids collected by the twp. Supervisor, with the understanding that some quotes are only with all township properties included. After discussion, President Santiago asked Director Porter to contact Arnt Asphalt Sealing if the bid submitted to the township was still good and to schedule the parking lot work to be done as soon as possible.

New Business

- None.

Public Comments None

Meeting Adjourned at 6:39 pm.

Respectfully Submitted,

Victoria Chandler
Secretary