

CHEBOYGAN AREA PUBLIC LIBRARY  
BOARD OF TRUSTEES AGENDA  
Thursday, November 9, 2023 9:00 a.m.

Call to order and Attendance Action

Approval of Minutes Action

Financial report, including payment of bills Action

Director's Report:

Building/Facilities Report

Donations Report

Employee Retention Report

Old Business:

New Business:

Room Use Policy Action

Citizen's Comments

Committee Reports:

Adjournment

CHEBOYGAN AREA PUBLIC LIBRARY BOARD OF TRUSTEES

100 S. Bailey Street, Cheboygan, MI 49721

231-627-2381

Held in the Cheboygan Area Public Library

Meeting Minutes: Thursday, October 12, 2023 9:12 a.m.

Dan Welihan called the meeting to order at 9:12 a.m. Board members present: Bruce Gauthier, Don Gezon, Mary Ellen Enos, Kay Forster, Nadene Delana and Jeanette Mateer.

Also present Library Director Brice Bush and guest Julia Oswald.

**Approval of Minutes:** Kay Forster made a motion to accept the minutes with a correction. Jeanette Mateer seconded the motion. The motion passed unanimously.

**Old Business:** President Dan Welihan moved the Old Business FY23 Audit agenda item to follow the Approval of Minutes. Julia Oswald from Schulze, Oswald, Miller & Edwards PC provided a report of the Cheboygan Area Public Library FY23 audit.

**Financial Report, Including Payment of Bills:** Nadene Delana reported on the financials. Bruce Gauthier made a motion to accept the financial report as presented and Mary Ellen Enos seconded the motion. The motion passed unanimously.

**Director's Report:**

Linnea Diamond joined staff on September 20, 2023 to replace Angelique Lozon.

Brice reported donations received in August and September.

The Wi-Fi Hot Spot lending guidelines and agreement procedures were discussed. Late fees of \$1.00 per day will be assessed for overdue hot spot items.

**New Business:**

Nadene Delana made a motion to appoint Jeanette Mateer as Board Secretary to serve through June 30, 2024. Mary Ellen Enos seconded the motion. The motion passed unanimously.

Secretary Jeanette Mateer, in accordance with the Board of Trustee bylaws, assigned meeting minute responsibilities to Director Brice Bush.

**Citizen's Comments:**

Board President Dan Welihan shared two notes of gratitude received as written correspondence.

**Adjournment:** Nadene Delana made a motion to adjourn the meeting at 10:30 am. Mary Ellen Enos seconded the motion. The motion passed unanimously.

Respectfully submitted,

Brice Bush