



## Canton Public Library Board of Trustees General Meeting Minutes

**October 17, 2024 – 7:30 PM**

The Chairperson, A. Iqbal, called the meeting to order at 7:31 PM.

Present: A. Iqbal, J. Lee, C. Spas, A. Watts

Absent: N. Eggenberger, M. Farell

Also Present: S. Bewick, E. Davis

### **CALL TO AUDIENCE**

Present: K. Bounds, L. Golden, M. Hathaway, M. Nicholson, C. Swanberg

No comments

### **APPROVAL OF AGENDA**

The agenda was approved by unanimous consent.

### **APPROVAL OF GENERAL MEETING MINUTES**

The minutes, as amended, were approved by unanimous consent.

### **COMMUNICATIONS**

None

### **DIRECTOR'S REPORT**

The library is now 75% of the way through the fiscal year; the board will be presented with a 3<sup>rd</sup> Quarter Budget Amendment to approve revenues in excess of budget and allocate those funds.

Davis advised Library of Michigan Library Law Consultant Clare Membiela will attend the January 2025 board meeting to provide training on the legal responsibilities of library trustees. Representatives from Plante Moran will attend the February 2025 board meeting to provide training on the audit process and the financial responsibilities of trustees. Accountant Debbie McHugh will also provide a brief training on interpreting the library's financial statements.

### **TRUSTEE COMMENTS**

Trustee J. Lee inquired about a purchase on the September check register in excess of \$84K with sunglasses and fidget toys in the description. Business Services Department Head M. Nicholson advised that the description line on the check register only shows the first line item for each check; the \$84K payment was for the library's full purchasing card statement.

J. Lee reported back after attending the October Friends of the Canton Public Library Board meeting; she requested the minutes reflect how much she loves the Friends and the work they do for the library.

**UNFINISHED BUSINESS & GENERAL ORDERS**

***Michigan CLASS Local Government Investment Pool*** – The board consensus was to revisit the topic after the new board term begins in November. The library will invite Michigan CLASS Senior Director Jeff Anderson back to provide another program overview before presenting the new board with a resolution.

**NEW BUSINESS**

***Approve 2<sup>nd</sup> Quarter Budget Amendment*** – C. Spas moved and A. Watts supported a motion to approve the 3<sup>rd</sup> Quarter Budget Amendment as presented.

**The motion passed unanimously 24/10-17-1 (4-0-0)**

***Closed session for Director's Evaluation*** – E. Davis requested that the board move into closed session for the purpose of discussing her yearly performance evaluation.

**ROLL CALL VOTE**

Yes: A. Iqbal, J. Lee, C. Spas, A. Watts

No: None

Abstain: None

**The motion passed 24/10-17-2 (4-0-0)**

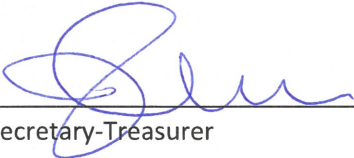
**REGULAR MEETING RESUMED AT 8:32 PM.**

**CALL TO AUDIENCE**

No comments

**ADJOURN**

The meeting was adjourned at 8:33 PM.

  
Secretary-Treasurer