

LELAND TOWNSHIP PUBLIC LIBRARY
BOARD OF DIRECTORS MEETING
January 10, 2022

Board Members Present: Jennie Berkson, Bret Crimmins, Berkley Duck, Michael Fleishman, Alan Hartwick, Laurie Lisuk

Board Members Absent: None

Staff Present: Mark Morton

Public Present: None

Berkley Duck, President, called the meeting to order in the Munnecke Room at 9:02 am.

Minutes

On motion duly made and seconded, the minutes of the meeting held December 13, 2021, were approved.

Financial Report

Mark reviewed the financial report included with the meeting materials and noted the following:

Account 4095 – Deferred Tax Capture. These are tax revenues received in the current fiscal year but applied to the next fiscal year.

Account 624 –PR and Advertising. The other libraries participating in the Common Read will be reimbursing us for their share of the expenses.

Account 6294 – The entry is for the Intuit payroll subscription and should be recorded under Account 626.

Director's report

Mark reviewed the Director's report. There were no unusual items. There was a discussion of the Library's deselection policy, which can be found under item II in the Policies and Procedures Manual.

Old Business

Budget development continues.

Staff performance reviews were discussed.

Following a discussion, on motion duly made and seconded, it was unanimously approved to move Jake to a salaried position. Mark will consider whether a compensation adjustment should be made and will report his recommendation at the next meeting.

New Business

Mark reviewed the budget adjustments needed to reflect changes in various expense lines as set forth in the schedule included with the meeting materials. A motion to approve those adjustments for the current fiscal year 2021-2022 was approved.

Public Comment

There was no public comment.

Director Evaluation Process

Mark was excused and, on motion duly made and seconded and unanimously approved by a roll call vote, the Board went into a closed session to consider periodic personnel evaluations of staff members. At the conclusion of the discussion, on motion duly made, seconded and unanimously approved, the closed session was ended.

There being no further business to come before the meeting, on motion duly made and seconded, the meeting was adjourned.

Adjournment at 11:25 am.

Respectfully submitted,

Jennie Berkson
Secretary