

Regular Meeting of the Board of Trustees  
November 15, 2022

**1. CALL TO ORDER**

President David Chambers called the meeting to order at 5:31 pm at the City Chamber Room, 28 State Road, Newaygo, Michigan 49337.

- **Roll Call: Present:** Sharon Haege, Jen Larsen, Samantha Kauffman, David Chambers.  
**Absent:** Patty Goodman, Julie Vitale, Cindy Blamer.
- **Motion to Approve the Agenda.** President Chambers requested "Director Vacation" be added under New Business on the Agenda. Motion to approve the agenda with that addition was made by Haege with support by Kauffman. AIF/MC.

**2. MINUTES**

- Approval of Minutes of the NADL Regular Board Meeting Minutes of October 18, 2022. Motion to approve the minutes was made by Haege with support by Larsen. AIFMC.

**3. PUBLIC COMMENTS**

**4. TREASURER'S REPORT AND BILLS AND CASH DISBURSEMENTS**

Director Tinkham reviewed the financial reports. Donations were increased this year. The library received to date \$1,146 from bookstore sales. Overall cost centers were in line with the budget. Some individual accounts will need to be adjusted in December.

Haege asked about needed repair to one of the charging benches mentioned in the Director's written report. Tinkham said the company was working on a solution and no cost would be incurred by the library. Larsen asked if there was an active Friend's group. Currently, no group was active.

Motion to accept the financial reports was made by Larsen with support by Kauffman. AIF/MC.

**5. DIRECTOR'S REPORT**

- The library will close at 4 pm on Nov. 23 before Thanksgiving, and will remain closed until Saturday Nov. 26.
- Christmas Walk will be Dec. 2 from 6-9 pm. Volunteers from the Board would be helpful. The library will run a book sale in the upper level. The high school art display to support Lake Haven Animal Shelter will be included in the library event.
- Director Tinkham was seeking to take vacation from Jan 19 through Feb 12. Any vacation taking more than 8 consecutive vacation days must be approved by the board.
- The library received an improved bid for \$1,000 less from Leader Lights to change out the library lights for LED lighting. The new bid was for \$3,150. Tinkham prior spoke with President Chambers and accepted the bid with his approval. Work will be done this year.
- Holiday Closing days for 2023: Same as last year.
- Patmos Library: The operating mileage renewal was defeated in November. Their board stated to the press that Patmos Library had enough funding to remain open for approximately 2 years.
- In December the Fremont Area Community Foundation will most likely meet with the Director to discuss collection materials grant request funding by NADL.

**6. UNFINISHED BUSINESS**

- Personnel Policy Draft Update. The Board policy revisions were sent to the attorney. He will respond as soon as possible. The Board should have it ready for approval in December.

**7. NEW BUSINESS**

- Director Vacation

Trustees discussed that the library had an Assistant Director, competent staff in place, and Director Tinkham will have ability to work remotely, if needed. A motion to approve the Director's vacation from January 19 to February 12 was made by Kauffman and supported by Haege. AIF/MC.

**8. PUBLIC COMMENTS**

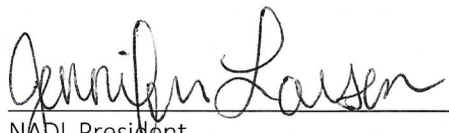
**9. BOARD MEMBER COMMENTS**

**10. ADJOURNMENT**

President Chambers called for a motion to adjourn the meeting.

A motion to adjourn the meeting was made by Haege with support by Larsen. AIF/MC.

The meeting was adjourned at 6:09 p.m. by Vice President Larsen.

  
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NADL President  
Vice President

  
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NADL Secretary