

MEETING MINUTES

LF4 | REVISION 0 | REVISED 1/25/2021

DATE AND TIME	August 16, 2021 4:30 p.m.
LOCATION	Lodi Public Library
ATTENDANCE, PRESENT	Clark, Hunt, Poelma, Pardo, Gajek, Herman, Beckman (also LeClair)
ATTENDANCE, ABSENT	Kutz, Chambers, Griffin

CALL TO ORDER	Called to order by Clark at 4:29 p.m.
INTRODUCTION OF VISITORS	No visitors
TRUSTEE TRAINING	Discussed TE02 “Who Runs the Library?” including the responsibilities of the Library Board and Director and division of labor. Discussion included give and take with municipalities. Could consider inviting the new city administrator to meet us to clarify.
CORRESPONDENCE	Compliment about staff customer service. Email from author of community-wide read.
MINUTES FROM PREVIOUS MEETING	Herman moves to approve; Hunt seconds. Motion approved.
TREASURER’S REPORT	Pardo led discussion of Treasurer's Report. Poelma moves to approve; Gajik seconds. Motion approved.
LIBRARY BILLS	Reviewed library bills and income statement.
MONTHLY LIBRARY STATISTICS	Reviewed library statistics.
DIRECTOR’S REPORT	Reviewed director’s report.
PRESIDENT’S REPORT	Reviewed president’s report (including policy process update).
FRIENDS REPORT	Reviewed Friends report (including Library 5k reflections).
BUDGET REVIEW	Reviewed budget. Gajik moves to approve; Pardo seconds. Motion approved.
COMPUTER PURCHASES	Reviewed proposed computer purchases.
CHILDREN’S FURNITURE	Reviewed proposed children’s furniture purchases.

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COMMITTEE REPORTS	Herman shared update on Intellectual Freedom Policy.
ADJOURNMENT	Poelma moves to adjourn. Herman seconds. Motion approved and meeting adjourns at 6:23 p.m.

Respectfully submitted,