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# Hopkins District Library Meeting Minutes

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## *March 2022*

### Call to order and Roll Call

A regular meeting of Hopkins District Library Board was held on 03/08/2022 at 7:06pm.

### Board members included:

President	Eric Alberda (Hopkins)
Vice President	Tim McKinnon (Watson)
Secretary	Megan Frank (Monterey) ( <b>showed up at 7:15pm</b> )
Treasurer	Serena Pawloski (Hopkins)
Village Rep	Craig Osborn
Watson Rep	Daelyn Post
Monterey Rep	Jodie Brenner
Hopkins Rep	Sandra Morris

Citizens present: 0

Public Comment on March, 2022 Agenda: None

Morris motion to approve the March, 2022 Agenda with the necessary corrections. McKinnon supports.  
6 Yays / 0 Nays. Motion approved.

McKinnon motion to approve the Feb meeting minutes. Morris supports.  
6 Yays / 0 Nays. Motion approved.

Treasurer's Report: Verbal Report from Alberda stating everything going smoothly/bills getting paid.

Director's Report: N/A

### Old Business:

1. Bookkeeping updates (QuickBooks Updates): Verbal report from Alberda stating that Stacey Timmer accepted temporary position and will be completing bill pay for HDL. Auditors' office still providing payroll help.

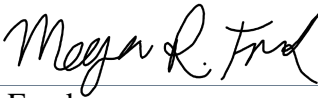
### New Business:

1. Director Search Updates from Personal Committee: No progress towards Director. 2 applicants withdrew. 1 stated they required fulltime. Others were no replies. Looking to continue searching. Personal Committee to create PDF format of Job Description and allow Hopkins & Monterey Township to post on their websites.
2. Library Credit Card: United Bank stating once we have an open account, will need at least 2 individuals from board to have name on cards.
  - a. McKinnon motion to have debit card with United and have Treasurer (Serena Pawloski) with card. Supported by Brenner.

- i. 7 Yays / 0 Nays. Motion approved.
- 3. Prior Approved Building Agreement with Hopkins Township: Back in August, board approved agreement but previous president did not sign agreement. Best to sign again.
  - a. McKinnon motion to sign agreement with Eric Alberda signing as Library Board president. Osborn supports.
    - i. 7 Yays / 0 Nays. Motion approved.

Public comments: None

Adjournment – Alberda motion to adjourn. McKinnon supports. 7 Yays / 0 Nays. Motion approved.  
Adjourn 7:39pm.



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Megan Frank  
Secretary

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Date of approval