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SW. SR 6/13/22

**Board of Trustees of the Peter White Public Library  
Regular Board Meeting  
Minutes  
April 19, 2022**

A regular meeting of the Board of Trustees of the Peter White Public Library was held on Tuesday, April 19, 2022 in the George Shiras III Room of the Peter White Public Library. The meeting was called to order by President Anne Donohue at 5:00PM.

**Members Present:** Anne Donohue, President; Patrick Myron, Secretary; Lori Nelson, Member; Carol Steinhaus, Member  
**Excused:** Steve Schmunk, Member.

**Library Staff Present:** Andrea Ingmire, Library Director; Bruce MacDonald, Assistant Director/IT Head; Heather Steltenpohl, Development Director; Ann Richmond Garrett, Administrative Assistant; Jamie Goodwin, Finance Director; Amy Salminen, Adult Services Librarian; Sarah Rehborg, Youth Services Department Head.

**TAC Representatives Present:** Suzanne Standerford, Sands Township; Tom Bronken, Marquette Township.

**Others present:** Tanner Wagner, VAST advisor. Suzanne Williams, future Board of Trustees member.

**The Agenda** was approved on a motion by Steinhaus and seconded by Nelson. The motion is approved 3-0, with 1 abstaining.

**The Minutes** of the March 15, 2022 Board Meeting were approved on a motion by Steinhaus and seconded by Myron. The motion is approved 4-0.

**Special Presentation:** Special Presentation – Tanner Wagner, VAST advisor. (The Special Presentation with Heather Steltenpohl, Development Director, has been postponed.) Wagner gave a presentation on PWPL coverage through VAST. This included property casualties, building coverage, general liability, workers compensation, and umbrella/additional types of coverage for liability. Due to increased activity, cyber liability has seen increased costs for premiums nationally. Wagner outlined the current accident policy's premiums, terms, and deadlines. Steinhaus requested clarification of coverage in the case of a death on site, and Wagner discussed this at length.

**Public Comment:** None

**TAC Report: Suzanne Standerford, Sands Township.**

Standerford reported that the Sands Township Office is now open Monday-Friday, 10AM-3PM. The Special Election for the existing sinking millage fund now has a ballot drop box that is checked daily. Critical and Temporary employment needs continue.

Volunteers are also needed to work elections, and for the recreation committee. The Superior Solar Project and Cleveland Cliffs Iron Co. have asked the DNR to modify an agreement involving 1,080 acres of recreation land near the intersection of HWY 553 and 480, for a solar power project. The modification would allow temporary closure of the area during construction, in the interest of safety. Once completed, the proposal agrees to reroute recreational trails. The Sands Township Board has agreed to this project, but some recreational users oppose it. Documents and the option for public comment (sent directly to the DNR) can be found at: [Michigan.gov/dnr](http://Michigan.gov/dnr), in the Doing Business/Sale of DNR-managed public lands section.

**Financial Reports and Approval of Bills:** Goodwin addressed questions and comments related to the bills and financial reports. Expenses and revenues were compared to last year at this time. Penal fines are down, which will be monitored as a possible budget concern. Standerford questioned if public libraries in Michigan were receiving tax money from marijuana dispensaries, Ingmire discussed this at length. A motion was brought by Steinhaus and seconded by Myron to approve the bills for March 2022, in the amount of \$153,577.92. The motion is approved 4-0.

**Board Action Items:**

- a) **Library Policies for Approval: INFO – 4 Proctoring Policy, MGT – 9 Gift and Donation Policy**, on a motion by Steinhaus and seconded by Myron, **the Board of the Peter White Public Library moves to approve INFO – 4 Proctoring Policy, MGT – 9 Gift and Donation Policy.** The motion is approved 4-0.
- b) **PRG – 1 Library Sponsored Program Policy (first reading):** No action necessary at this time.
- c) **MCGS Updated Agreement:** The Board created a subcommittee to continue working on the agreement between the Marquette County Genealogy Society and Peter White Public Library.

**Public Comment:** None

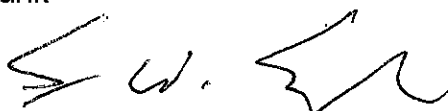
**Unfinished Business:** None

**New Business/Board Member Comment:** Chapter 13 of the Trustee Manual, Public Library Establishment Types, was addressed. The April Board of Trustees meeting will be Myron's last as a member & serving as secretary, and the Board thanked him for his work.

**Standing Reports:** Donohue asked to revisit the summary of Ellen Moore's trip to PLA. Steinhaus asked if curbside services were still being offered, and Salminen verified that they are.

**Adjournment:** Steinhaus made motion to adjourn, seconded by Nelson. The motion was approved 4-0. The meeting adjourned at 6:34PM.  
Respectfully submitted,

Steve Schmunk  
Secretary

A handwritten signature in black ink, appearing to read 'S. Schmunk', written over a horizontal line.

Upcoming meetings: May 17, 2022  
Upcoming TAC meeting: June 2, 2022