

**Plymouth Public Library**  
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**PLYMOUTH PUBLIC LIBRARY BOARD OF TRUSTEES  
MEETING MINUTES  
February 14, 2022**

Meeting was called to order by President J. Van Norwick at 6:31 pm. Present were: J. Van Norwick, S. Britt, L. Tolman, K. Murray, B. McKnight, S. Gloede and A. Odekirk. Absent were: G. Miller. Also present: Library Director L. Jochman.

There was no public comment.

K. Murray joined the meeting before the approval of the minutes.

Motion by S. Britt, second by B. McKnight to approve the minutes of January 10, 2022 meeting. Motion to approve the minutes passed.

Motion by A. Odekirk, second by S. Britt to approve the financial report for January 2022 and the final expenses of fiscal year 2021. Motion passed.

There was no correspondence.

Director L. Jochman reviewed some highlighted items on her monthly report. This included updates on open positions at the library, the ionization project, and the new library website. Director L. Jochman will post the Maintenance Custodian position and solicit quotes for cleaning services if she runs into difficulty attracting candidates.

There was no old business.

#### **New Business**

Director L. Jochman walked the board through the 2022 annual report due to the state by March 1. There was no discussion on the report. Motion by S. Britt, second by L. Tolman to approve the annual report. Motion passed.

Director L. Jochman updated the board on the strategic planning process. The first step is to form a strategic planning committee. She asked the board to appoint a representative to the board. Director L. Jochman also sought input on other community members the board felt would be a good fit for the planning committee. Motion by K. Murraray, second by S. Gloede to nominate J. Van Norwick to be the Library Board representative on the planning committee. Motion passed.

Director L. Jochman let the board know that there would be a vacancy on the board that needs to be filled in April. She sought the board's input into a potential new board member.

Director L. Jochman presented a new list of closed dates for 2022/23 due to an error around the Christmas and New Year holiday with the way that the holidays fall over the weekend. Motion by K. Murray, second by S. Britt to approve the closed dates. Motion passed.

Motion by K. Murray, second by S. Britt to adjourn. Motion passed.  
Meeting was adjourned at 7:55 pm.

Submitted by, Leslie Jochman  
Library Board Secretary