



PLYMOUTH PUBLIC LIBRARY BOARD OF TRUSTEES  
MEETING MINUTES  
August 7, 2023

Meeting was called to order by J. Van Norwick at 6:33 pm. Present were: S. Britt, M. Kaczowski, J. Van Norwick, A. Matzdorf, P. Norlander, B. McKnight and S. Gloede. Absent were: K. Murray. Also present: Library Director L. Jochman,

There was no public comment or correspondence.

Motion by P. Norlander, second by S. Gloede to approve the minutes of the July 17, 2023 meeting. Motion passed unanimously.

Motion by B. McKnight, second by S. Britt to approve the financial report for July 2023. Motion passed unanimously.

Director L. Jochman reviewed some highlighted items on her monthly report. This included an update on the Summer Reading program, Plymouth Rotary Club Memory Kit grant, tree removal, and more.

#### Old Business

Director L. Jochman updated the board on the budget for 2024. Depending upon the decision for HVAC maintenance, there might be a slight change for the meeting in September.

The board discussed an update to the flower bed planning. Requesting donations of plants was discussed. A date to plant board member supplied plants was discussed.

Director L. Jochman shared the action items that the library board approved for the Strategic Plan in 2023. She asked them to review them for next month and to let her know if they had any ideas or comments on the action items for 2024.

## New Business

Director L. Jochman presented two quotes for HVAC maintenance. The board discussed the desire to stay with one provider for maintenance of the major library systems to make it easier on staff when problems arise. Motion by P. Norlander to approve the contract with Ahern for HVAC maintenance, second by M. Kaczkowski. Motion passed unanimously.

## Announcements

There were no announcements.

Motion by S. Britt, second by S. Gloede to adjourn. Motion passed.  
Meeting was adjourned at 7:22 pm.

Submitted by, Leslie Jochman  
Library Board Secretary