



**PLYMOUTH PUBLIC LIBRARY BOARD OF TRUSTEES
MEETING MINUTES
April 1, 2024**

Meeting was called to order by K. Murray at 6:30 pm. Present were: S. Britt, S. Gloede, A. Matzdorf, B. McKnight, K. Murray, M. Kaczkowski, M. Hummitzsch and P. Norlander. Also present: Library Director L. Jochman, C. Henson, FEH Design, K. Eipperle, FEH Design, B. Ludvik, FEH Design, and M. Taylor, FEH Design.

Motion by S. Britt, second by S. Gloede to approve the minutes of the March 11, 2024 meeting. Motion passed unanimously.

Motion by B. McKnight, second by M. Hummitzsch to approve the financial report for March 2024. Motion passed unanimously.

Motion by S. Gloede, second by P. Norlander to move the Space Analysis update to be the next item discussed. Motion passed unanimously.

The FEH Design team explained the next steps in the Space Analysis process. The Board members reviewed the goals for success. K. Eipperle shared the presentation for the first Advisory Task Force Meeting.

C. Henson, FEH Design, K. Eipperle, FEH Design, B. Ludvik, FEH Design, and M. Taylor, FEH Design left the meeting.

Director L. Jochman reviewed some highlighted items on her monthly report. This included national library week, changing the June Board meeting date to accommodate the Library Advisory Task Force Meeting, and more.

Old Business

Director L. Jochman and President K. Murray updated the Board on a meeting with Library Foundation President J. Hughes. The Special Meeting

of the Foundation to vote on the updated by-laws and Memorandum of Understanding will be Tuesday, April 16.

New Business

Director Jochman shared a list of new experience passes the staff would like to purchase using the unrestricted donation account. Motion by S. Gloede to approve the purchase of the Experience Passes, second by M. Kaczkowski. Motion passed unanimously.

Director L. Jochman proposed an update to the Experience Pass policy to require a photo ID at time of checkout. Motion to approve the updated policy by M. Hummitzsch, second by S. Britt. Motion passes unanimously.

Announcements

There were no announcements.

Motion by S. Gloede, second by A. Matzdorf to adjourn. Motion passed. Meeting was adjourned at 7:55 pm.

Submitted by, Leslie Jochman
Library Board Secretary