



TO: Plymouth District Library Board
RE: Board Assignments

DATE: January 10, 2023
FROM: Shauna Anderson,
Director

It is customary for the Board to review its committees at the annual meeting to determine if they are still useful, and for the President to re-appoint members and fill vacancies. The function of the committees is to study issues and recommend action to the entire Board. The following are the present committees:

Personnel – Khogali, Pappas, Walsh
Goals – George, Khogali, Walsh
Building – George, Morrison, Pappas
Director Evaluation – George, Khogali
Finance –Khogali, Morrison, Walsh
VEBA - Morrison, Pappas

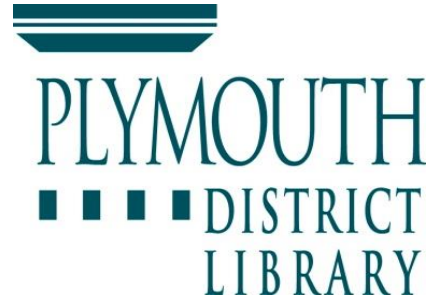
There are typically up to three Board members on each committee, as more than three constitutes a quorum of the Board and meetings must operate as Board meetings. Be ready to indicate your interest in joining a committee or moving to a new assignment.

The Library Board elects three trustees to serve on the 5 member VEBA Board, which oversees the Trust fund to provide retiree medical benefits. These trustees serve indefinite terms 'at the pleasure of the Board, but only so long as they remain members of the Library Board. Current Board Trustees are Morrison and Pappas. Other members of the Board are myself, and employee representative, Alice McCardell.

Finally, it is customary to assign Trustees to weekly check-signing duties (typically Friday afternoon – Monday evening). All Trustees except the Treasurer take responsibility for a four-month period. Two signers are assigned to each period. Trades are arranged individually to cover vacations. Note that Trustees Morrison and Walsh are committed to signing in January, 2023, prior to final determination of the schedule. Current check signers are:

Jan – April	Khogali, Pappas
May – August	Sexton
Sep – Dec	Morrison, Walsh

Be ready to volunteer for a schedule that meets your needs.



10.2

TO: Plymouth District Library Board

DATE: 05 January 2023

RE: Acceptance of Gifts
July 2022– December 2022

FROM: Shauna Anderson
Director

Attached is a list of gifts received from July 1, 2022 – December 31, 2022. It includes general collection gifts, grants, adopt-a-magazine donations and reimbursements from the Friends.

RESOLVED BY _____, SECONDED BY _____, TO ACCEPT GIFTS RECEIVED
BY THE PLYMOUTH DISTRICT LIBRARY FROM JULY 1, 2022 THROUGH
DECEMBER 31, 2022. TOTALING: \$135,648.96

AYES_____

NAYS_____

Acceptance of Gifts: July – December 2022

Collection Gifts

Daughters of the American Revolution: DAR	\$100.00
Delta Kappa Gamma Gamma Gamma Chapter Funds to be used by Youth Department	\$100.00
Wild: Not an Ordinary Book Club Bookplate books in their honor for Book Kits	\$320.00
Jerry & Nancy Lorence Bookplate in memory of Joan VanVlerah	\$ 50.00
Daughters of the American Revolution: DA: Bookplate in their honor books pertaining to patriotism/US history	\$100.00
Cheryl Hodges-Selden Bookplate CDs	\$140.45
Sarah & Kevin Law	\$ 47.00
Boy Scouts of America # 743 Donated masks	
Nancy, Jim & Joanie Bedinger - Donated in memory of Theodore J. Johnson	\$ 35.00
Keith & Emelia Star - Geronimo Stilton books and/or children's materials	\$ 50.00
Maria Byrne Monetary Gift in memory of Mary Poulos	\$100.00
John Keippel Funds to be used for paper & toner fund	\$ 50.00
Elizabeth Janda	\$100.00
Ms Jodi Overholt Ring - Bookplate books in memory of Donald Pafundi	\$ 40.00
TOTAL:	<u>\$1,232.45</u>

Grants:

IEEE	\$ 500.00
Kiwanis Club	\$1,095.00
Margaret Dunning Foundation	\$50,000.00
Wilcox Foundation	\$40,000.00
Library Access Friends	\$ 400.00
IEEE	\$1,000.00
TOTAL:	<u>\$92,995.00</u>

Adopt-A-Magazine

Anderson, Carl	\$ 39.00
Anderson, Diane	\$ 28.00
Cooper, Larry	\$ 59.00
Furdak. M/M Edward	\$ 100.00
Kraft, Barbara	\$ 19.96
Trailwood Garden Club	\$ 76.90
Rowe, Alicia	\$ 88.95
Schmidt, John	\$ 400.00
Schrader-Howell	\$ 377.87
Traub, Mary	\$ 47.98
Turppa, Marie	\$ 46.95
Ziobro, M/M Wayne	\$ 346.87
TOTAL:	<u>\$1,631.48</u>

Other:

Mrs. Anita Jabara		\$ 50.00
Carole F Kirouac	Gift from her will	\$22,761.05
TOTAL:		<u>\$22,811.05</u>

Community Foundation of Southeast Michigan

Stauffer, Sally		\$ 500.00
Manchester, Linda		\$1,000.00
Johnson, Kathryn		\$ 100.00
Khogali, Yasir & Loren		\$ 500.00
TOTAL:		<u>\$2,100.00</u>

Friends of the Plymouth District Library Gifts

Total from the Friends of the Library:		<u>\$14,878.98</u>
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TOTAL OF ALL GIFTS RECEIVED
JULY 2022 – DECEMBER 2022
\$135,648.96



TO: Plymouth District Library Board **DATE:** January 10, 2023
RE: Board By-Law Legal Review, **FROM:** Shauna Anderson,
First Reading Director

The library is currently pursuing 501c3 status, and as a result, there are some additions we need to make to our board by-laws to make it compliant with IRS stipulations.

The first change required is to clarify the purpose of the organization through an addition to the first paragraph. The second change required is to demonstrate that there is a process in place for dissolution in the event that the library ceases to exist. Rules for this are already governed by state law.

In addition to the two updates above, we are having our legal team review the document for any additional suggested updates.

A current copy of our by-laws was attached to the memo for item #2 on our agenda. A draft copy of the recommended updates from our attorneys will be available at the meeting. I suggest we plan to approve the updates at the February board meeting.