

**Bullard Sanford Memorial Library**  
**Board Meeting Agenda**  
**November 16, 2023 – 5:00 p.m.**

- I. Call to Order by Presiding Officer
- II. Attendance
- III. Approval of the Agenda
- IV. Board Comment
- V. Public Comment
- VI. Approval of Minutes
- VII. Director's Report
- VIII. Old Business
  - a. Employee Handbook
- IX. New Business
  - a. Grant
  - b. Audit
  - c. Evaluations
- X. Adjournment

**Bullard Sanford Memorial Library**  
**520 W Huron Ave, Vassar, MI 48768**  
**Board Meeting Minutes**  
**November 16, 2023 – 5:00 pm.**

- I. Call to Order by Presiding Officer
  - a. A meeting of the Bullard Sanford Memorial Library was called to order by the Vice President at 5:00pm.
- II. Attendance
  - a. Present: Brenda Wachner, Grace Proffer, Tina Bacon, Tom Borcharding, and Dealia Partridge.
  - b. Absent: Beth Rittenberg and Casey Jobson.
- III. Approval of Agenda
  - a. Motion by Bacon to approve the Amended Agenda. Motion carried.
- IV. Approval of Minutes
  - a. Motion by Bacon to approve the July 28, 2023 Minutes. Motion carried.
- V. New Business
  - a. Holiday Pay
    - i. Motion by Bacon to approve \$75 per employee. Motion carried.
  - b. Grant
    - i. Motion by Borcharding to approve the MACC grant application. Motion carried.
  - c. Audit
    - i. Audit report was presented by Director.
  - d. Evaluations
    - i. Director evaluations was reviewed by Board President
- VI. Adjournment
  - a. Motion by Bacon to adjourn the meeting. Motion carried. Adjournment at 6:00 pm.

Approved 1-25-24