

BOARD OF TRUSTEES MEETING
Darcy Library of Beulah
July 9, 2019

Call to Order: The regular Board of Trustees meeting called to order at 7:02 PM at the Darcy Library in Beulah, Michigan. Those in attendance and constituting a quorum were:

Present: Dan Hook, Phil Downs, Debbie Laslo, Dan Schoonmaker

Absent: Abby Smith, Cathy Hahn

Guest(s): None (Director Karen Salyer was absent and excused due to illness.

Approval of Agenda: Schoonmaker moved to approve the agenda, Downs supported, the agenda for the meeting was approved.

Approval of Minutes: Minutes from June 11, 2019 meeting were unavailable. These will be presented for approval at the next regular meeting.

Treasurer's Report (See corresponding documents)

- Preliminary Financial Statements for the 12-month period ending June 30, 2019 shows total income of \$99,513, total expenses of \$108,951 with a net loss of (\$9,437) compared to budgeted net loss of (\$15,174).
 - Budgeted income and expenses were adjusted to reflect the entire amount of the USF-subsidized cabling project rather than just the Darcy portion of 20%.
 - All of the estimated property tax revenue was received as of June 30. Penal fine income is shown as a receivable and is expected to be received soon.
 - No other significant budget variations.
 - Approval of the Preliminary Financial Statement for the 12-month period ending June 30, 2019, was moved by Laslo, Downs supported, the motion was approved.
- Approval of bills. Unpaid bills (\$225.62) and paid bills (\$7,152.88) since the last meeting on June 11, 2019.
 - List of bills were attached.
 - Request approval, Downs moved, Laslo supported, the motion was approved.

Director's Report

- N/A

Committee Reports

Personnel Committee

- Schoonmaker reported that Director Salyer's annual review will be performed once she is feeling better. Preliminary pay increase and bonus recommendation parameters were discussed. Motion by Schoonmaker for the Board to accept the final pay increase and bonus recommendations when determined by the Personnel Committee. Downs supported. The motion was approved.
- Director Salyer hired a new staff member, Terri Corbett, about two weeks ago. She and her husband moved here from California. Catherine has been helping in the orientation process in Director Salyer's absence.

Maintenance Committee

- Exterior lighting problems have been resolved. Eave perimeters are dusk to dawn. Parking floods are over-ridden by timer to go off late evening (currently 10:00PM).

Liaison Report with Friends of the Darcy Library

- By-law changes regarding Friends' funds disposition under various scenarios will be presented for consideration.

Old Business

- None.

New Business

- None.

Other Business

- None

Next Meeting: The next scheduled board meeting is August 13, 2019 at 7:00 PM

Adjournment: Downs moved to adjourn, Laslo supported and the meeting adjourned at 7:28 PM.

Respectfully submitted: Dan Hook, President, in the absence of Recording Secretary Cathy Hahn