

BOARD OF TRUSTEES MEETING
Darcy Library of Beulah
September 10, 2019

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

Present: Dan Hook, Cathy Hahn, Phil Downs, Debby Laslo, Dan Schoonmaker

Absent: Abby Smith

Guest(s): Karen Salyer, Library Director

Approval of Agenda: Removal of the New Business section of the agenda, Downs moved to approve the revised agenda, Laslo supported, the altered agenda for the meeting was approved.

Approval of Minutes: Schoonmaker moved to approve minutes from July 9, 2019. Laslo supported, the minutes were approved.

Treasurer's Report (See corresponding documents)

- Reviewed the Preliminary Audited Financial Statement for the year-ended June 30, 2019.
 - Reflects actual penal fines receivable of \$13,295 received in July 2019.
 - Revised operating loss is \$11,299 vs. original budget loss of \$14,110.
 - Report is in GASB format (27 pages long!). This includes a Management Report and Notes to the Financial Statement. Audit is scheduled for September 14.
 - Board reviewed the report pending the audit.
- Financial statement for the two-month period-ended August 31, 2019.
 - Expenditures exceeded revenues by \$11,101 compared to a budgeted amount of \$14,879.
 - Difference was due largely to wages and administrative expenditures that were under budget.
 - Request approval of the financial statement for two-month period ending August 31, 2019. Schoonmaker moved, Downs supported, the motion was approved.
- Bill approvals
 - Bills to pay, \$1801.58, since the last meeting on July 9, 2019.
 - Paid bills, \$14,428.14, this amount is high since it reflects bills covering a two-month period.
 - Request approval of paid and unpaid bills for the two-month period-ended August 31, 2019. Schoonmaker moved, Laslo supported, the motion was approved.
- Other Items
 - A \$500 donation was received from the Current family.

Director's Report (submitted by Karen Salyer)

- **Dr. Margaret Robling** presented her book, Change Your Mindset, Change Your Age on June 14th. Attendance was small, but this allowed for a more interactive program.
- The summer **Great Benzie Read** was July 11th at the Betsie Valley District Library. The book was Educated by Tara Westover. The attendance was average.
- **Foster Care** information night with Lori Tabor-Randall of Wellspring Lutheran Services was August 7th. Two people attended, this allowed for many questions to be answered.

- The **Summer Reading** program saw great participation with 46 children and 76 adults participating in the weekly reading. Weekly programs had 8 kids attend during the various weeks, with 4 participating almost every week. The summer library goal of reading over 1000 books was achieved.
- Karen attended a workshop on August 29th about the upcoming **2020 Census**. It focused on informing the community on the importance of the census and its effect on public library funding.
- **Board games** were checked out during the summer at a good rate, check-out has slowed since the beginning of school.

- Upcoming events
 - **Monday Movies** and **Family Movies** will begin September 16th and 20th respectively.
 - **Haunted Library** during the Fall Festival on October 5th from 10am-3pm.
 - **Great Benzie Read** on October 24th at the Benzonia Public Library. The Signature of All Things by Elizabeth Gilbert is the book.
 - Karen, Terri, and Carol will be attending a **website training** on September 27th. Terri will then manage the website for the library.
 - Annual **Mid-Michigan Library League luncheon/meeting** is September 19th in Ludington.

Committee Reports

Personnel Committee

- All is well.

Maintenance Committee

- Vent fan needs attention in the computer closet.
- Moore Mechanical needs to do fall preparations for winter.
- Lights are out in various areas, bulbs need to be replaced.

Liaison Report with Friends of the Darcy Library

- Did not meet in August.

Old Business

- Universal Service Fund payment
 - Still waiting...Techplex and Starr Garter are working on it.

New Business

- None

Public Comment

- None

Next Meeting: The next meeting is scheduled for October 8, 2019 at 7pm.

Adjournment: Schoonmaker moved, Downs supported and the meeting adjourned at 7:33 PM.

Respectfully submitted: Catherine Hahn, Recording Secretary