

BOARD OF TRUSTEES MEETING
Darcy Library of Beulah Via Zoom
August 11, 2020

Call to Order: The regular Board of Trustees meeting called to order at 7:00 PM via a remote Zoom meeting. Those in attendance and constituting a quorum were:

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

Absent: None

Guest(s): None

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

Approval of Minutes: Schoonmaker moved to approve minutes from July 14, 2020, Downs supported, the minutes were approved.

Treasurer's Report (See corresponding documents)

- Review of preliminary statement for year-ended June 30, 2020.
 - Income for fiscal year is \$3416 vs budgeted loss of \$7425; revenues were over \$10,000 less than budgeted, total expenditures were \$21,153 less than budgeted.
 - COVID-19 closure of the library accounts, in part, for the budgeted discrepancies
 - Penal fines of \$12,157 were received in July 2020.
 - \$1500 is due from the Friends for reimbursement of Up North Digital eBooks plus eMagazines
 - Final report will be revised in GASB format
- Review of preliminary statement for the one month-ended July 31, 2020. Net loss of \$4754 vs \$6591 budgeted
 - Annual contribution of \$1000 was received from Lake Township
- Request approval of bills to pay (\$0) and paid (\$14,865.91) for the period of June 10 to August 11, 2020.
- Laslo moved to accept the entire Treasurer's report, Smith supported, and the report was approved.

Director's Report

- Karen Salyer is absent, no report
- Library is open to patrons on Monday, Tuesday, and Thursday; a limited number of individuals are allowed in at one time.

Committee Reports

Personnel Committee

- Input from trustees and volunteers contributed to Karen's performance review; her pay rate will be adjusted to \$17/hour. This rate is competitive with libraries of a similar size. A \$150/month health insurance allowance will be given as well.

- Abby will keep in touch with Karen regarding finding health insurance and the use of the \$150/month stipend
- Smith moved to approve Karen's employee evaluation review and wage/compensation adjustment, Downs supported, the motion was approved.

Maintenance Committee

- Window washing
 - Coordinate with Karen regarding the best time for window washing

Liaison Report with Friends of the Darcy Library

- No meeting.

Old Business

- None.

New Business

- None

Other Business

- None

Public Comment

- None

Next Meeting: The next meeting is scheduled for Tuesday, September 8, 2020 at 7pm. via Zoom, if remote meetings are still allowed.

Adjournment: Laslo moved to adjourn the meeting, Smith supported, the meeting adjourned at 7:40 PM.

Respectfully submitted: Catherine Hahn, Recording Secretary