

BOARD OF TRUSTEES MEETING
Darcy Library of Beulah Via Zoom
May 11, 2021

Call to Order: The regular Board of Trustees meeting called to order at 7:06 PM via a remote Zoom meeting. Those in attendance and constituting a quorum were:

Present: Dan Hook, Dan Schoonmaker, Abby Smith, Debby Laslo, Karen Salyer (Director), Annie Marshall

Absent: Cathy Hahn

Guest(s): None

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

Approval of Minutes From Previous Meeting: Smith moved to approve the minutes of March 9, 2021, Laslo supported, and the minutes were approved.

Treasurer's Report (See corresponding documents)

- Financial Statement for the eight-month period-ended April 30, 2021
 - The net income for the time period was \$5,186 compared to the amended budgeted loss of \$9,815. The difference is primarily due to lower staff wages (\$3,247) and other services expenditures (\$10,450) due lower reduced activity levels Covid-19 levels.
 - As of April 30, property taxes of \$68,760 were received which was \$760 over the budgeted amount. The insurance policy was renewed for May 8, 2021 to 2022. The premium is \$2,938 which is under the \$3,100 budget.
- Bill Approvals
 - Request approval of bills to pay (\$0) and paid (\$10,472) since the last meeting on March 9, 2021. Includes \$2,098 for insurance and repair for thermostat.
 - Dan mentioned the idea of transitioning the Library from NOT paying into Federal Unemployment to being a contributing employer. It may not work out but his recommendation is to become a contributing payer vs. having to reimburse the state when an employee claims and receives benefits.
- Schoonmaker moved to accept the entire Treasurer's report, consisting of the Financial Statement and the Approval of Bills, Laslo supported, and the report was approved in its entirety.

Director's Report (Karen Salyer)

- Getting busier. Working on planning for summer reading. No plans for in-person events. Working on an inventory of art and furniture donations with details and contacts.
- Karen thinking of expanding hours. Benzonia is still not open to the public, very limited. Unsure of Frankfort and Thompsonville hours. Karen feels the hours are ok for now and working on how going to regular hours will work with staff coverage.
- Hearing some comments about coming in due to other libraries closed but minimal.

Committee Reports

Personnel Committee

- None

Maintenance Committee

- Thermostat replaced by Les Dennis; \$645. Thermostat is specific to the furnace, due to the type of system we have. We can't just replace it with anything.
- Greenpath has been sold. A previous employee was interested in the lawn care. They haven't called.

Liaison Report with Friends of the Darcy Library

- No meeting

Old Business

- None

New Business

- In-person meetings: plan to start in June, spacing out in the library and wearing masks.
- Dan asked Karen to review the policy manual to see if there are areas we should focus on for our next review.

Other Business

- None

Public Comment

- None

Next Meeting: The next meeting is scheduled for Tuesday, June 8, 2021, at 7pm, in-person.

Adjournment: The meeting adjourned at 7:38 PM.

Schoonmaker motioned to adjourn, Laslo seconded, to close the meeting.

Respectfully submitted: Abby Smith, Stand-in Secretary