

BOARD OF TRUSTEES MEETING
Darcy Library of Beulah
October 12, 2021

Call to Order: The regular Board of Trustees meeting called to order at 7:07 PM at Darcy Library in Beulah. Those in attendance and constituting a quorum were:

Present: Dan Hook, Cathy Hahn, Dan Schoonmaker, Debby Laslo, Annie Marshall,

Absent: None

Guest(s): Karen Salyer, Director

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

Approval of Minutes From Previous Meetings: Hahn moved to approve the minutes of July 13, 2021, Schoonmaker supported, and the minutes were approved.

Treasurer's Report (See corresponding documents)

- Financial Statement for the three-month period-ended September 30, 2021
 - Expenditures exceeded revenues by \$20,223 compared to a budgeted amount of \$22,619. Most of the difference was due to administrative expenditures being under budget.
- Bill Approvals
 - Request approval of bills to pay (\$455.21) and paid (\$6517) since the last meeting on September 14, 2021.
- Audit For Prior Fiscal Year
 - Will begin on Wednesday, October 13, 2021.
- Schoonmaker moved to accept the entire Treasurer's report, consisting of the Financial Statement, the Approval of Bills, and the Audit information, Marshall supported, and the report was approved in its entirety.

Director's Report (Karen Salyer)

- Summer Reading Program: Ended strong, held a small Olympic event
- Haunted Library: Approximately 250 people went through
- Karen has done some reorganizing within the library
- Karen will be gone in early November

Committee Reports

Personnel Committee

- None

Maintenance Committee

- Sewage smell in the back room to investigate.
- Northway Lawn Care is mowing and has done some extra work
- HVAC system and fireplace maintenance were completed.

Liaison Report with Friends of the Darcy Library

- Fall Fest cookie sale earned about \$1100

Old Business

- Board of Trustees STILL has an opening. Must be a resident of Benzonia township.

New Business

- Policy Review: Karen planning to look through and review the privacy policy section.
- Storage Building: Would like to put a small storage building on either side of the library. Southside an old tank was discovered. Project is in the developing stage.

Other Business

- Painting: Interior painting has been suggested. Monster job! May do entryways and bathrooms first.

Public Comment

- None

Next Meeting: The next meeting is scheduled for Tuesday, November 9, 2021, at 7pm.

Adjournment: Schoonmaker made the motion to adjourn the meeting, Marshall supported, the meeting adjourned at 7:43 PM.

Respectfully submitted: Catherine Hahn, Recording Secretary