

BOARD OF TRUSTEES MEETING
Darcy Library of Beulah
March 8, 2022

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

Present: Dan Hook, Cathy Hahn, Dan Schoonmaker (in Florida), Debby Laslo, Annie Marshall, Ann Strehle

Absent: None

Guest(s): Karen Salyer (Director), Janice Schoonmaker

Approval of Agenda: Schoonmaker made a motion to move the Policy Review under old business earlier in the agenda so that Janice could leave. Strehle supported the motion and the new agenda was approved.

Approval of Minutes From Previous Meeting: Schoonmaker moved to approve the minutes of February 8, 2022, Marshall supported, and the minutes were approved.

Old Business

- Policy Review
 - IV. Personnel T.2. Marijuana. Changes/additions addressed the use of marijuana on Library property and/or as a Library employee.
 - Karen will get further input at her upcoming director's meeting as to how to best proceed.
 - VII. Patron Confidentiality-Library Privacy Act
 - A.3. addition stating that library records are not subject to disclosure under FOIA.
 - D. states that recorded security video may be released to law enforcement without a court order.
 - G. 1-4 regarding the disclosure of individual library records as related to overdue or stolen materials.
 - Motion to approve amendments in VII with the change of word "am" to "an" in VII.G.1. were made by Schoonmaker, Marshall supported, changes were approved.

Treasurer's Report (See corresponding documents)

- Financial Statement for the eight-month period-ended February 28, 2022
 - The net income for eight-months was \$9037 compared to the amended budgeted income of \$600. The difference was primarily due to fewer staff hours and reduced administrative expenditures.
 - To date approximately \$63,200 of the total estimated property taxes,\$68,000, have been received as of February 28.
- Bill Approvals

- Request approval of bills to pay (\$0) and paid (\$8033.63) since the last meeting on January 8, 2022.
- 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)

- Bonnie retired
- Two individuals from Interlochen Public Radio (IPR) did a presentation about their program "Unnatural Selection". It was in-person and approximately 9 people attended.
- There will be no in-person training for Library staff this year. Everything will be offered online.

Committee Reports

Personnel Committee

- Four people interviewed for Bonnie's position. Jennifer Barker has accepted the job and will begin April 4, 2022.

Maintenance Committee

- All is well.

Liaison Report with Friends of the Darcy Library

- Cookie sale for WinterFest earned approximately \$1100.
- They are looking for a tech person to manage the website and social media

New Business

- Selection of ISP based on Bid Matrix
 - 5 years are up and the Library is required to get bids for internet providers because we are subsidized by the government at 80%.
 - Dan Hook explained the bids that were received from 5 potential internet providers and how they were ranked according to our needs.
 - Merit is our current provider and we have been happy with their service.
 - Merit was recommended for a 5 year contract at 100Mbps Service, Hook made the motion, Schoonmaker supported, the motion was approved.

Other Business

- None

Public Comment

- None

Next Meeting: The next meeting is scheduled for Tuesday, April 12, 2022, at 7pm.

Adjournment: Hahn moved to adjourn the meeting, Marshall supported, the meeting adjourned at 8:05 PM.

Respectfully submitted: Catherine Hahn, Recording Secretary