

**BOARD OF TRUSTEES MEETING**  
**Darcy Library of Beulah**  
**October 17, 2023**

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

**Present:** Cathy Hahn, Dan Schoonmaker, Chloe McGehee, Debby Laslo

**Absent:** Ann Strehle, Annie Marshall

**Guest(s):** Karen Salyer (Director), Dan Hook (Emeritus)

**Approval of Minutes From Previous Meeting:** McGehee moved to approve the minutes of September 19, 2023, Laslo supported and the minutes were approved.

**Treasurer's Report** (See corresponding documents)

- Financial Statement for the three-month period ending September 30, 2023.
  - Expenditures exceeded revenues by \$21,741 compared to the budgeted amount of \$23,347.
  - Staff (Personal) Services were over budget due to extended hours of the Library. This overage was offset by Other Services being under budget.
- Bills Approval: Request approval of unpaid bills (\$0) and paid (\$25,279.15) since the last meeting August 15, 2023.
- Lake Township has agreed to pay \$1300 toward the cost of the LED light upgrade, as we requested.
- 2022-3 F/Y Audit Status: Field audit to be completed on 10/17/23.
- Revised Capital Asset Policy: Add Land Improvements and Storage Buildings to this policy.
- Schoonmaker moved to approve the Treasurer's Report in total (except the Capital Policy addition), Hahn supported, the motion was passed.

**Director's Report**

- Winter hours are going well so far.
- Author, John Weminger, presented in September. 2 people attended..
- Haunted Library went well. 215 people attended. The weather was bad and a lot of Fall Festival was canceled, so the number of people that showed was really good.
- Looking into a donation drive around Christmas for an animal shelter.

**Committee Reports**

**Personnel Committee**

- None

**Maintenance Committee**

- Almost all of the lights have been replaced with LED lights.
- Furnace and fireplace check

### **Liaison Report with Friends of the Darcy Library**

- They agreed to fund the Refresh project.

### **Unfinished Business**

- **Capital Projects:** Updates discussed, Dan S. will present to the Friends tomorrow.

### **New Business**

- None

### **Public Comment**

- None

**Next Meeting:** The next meeting is scheduled for Tuesday, November 21, 2023, at 7pm.

**Adjournment:** Schoonmaker moved to adjourn the meeting, Laslo supported, the meeting adjourned.

**Respectfully submitted:** Catherine Hahn, Recording Secretary