

BOARD OF TRUSTEES MEETING
Darcy Library of Beulah
September 19, 2023

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: Ann Strehle, Cathy Hahn, Dan Schoonmaker, Chloe McGehee, Debby Laslo, Annie Marshall

Absent: Dan Schoonmaker

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

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

Approval of Minutes From Previous Meeting: Laslo moved to approve the minutes of August 15, 2023, McGehee supported and the minutes were approved.

Treasurer's Report

- No report. Dan Schoonmaker - absent

Director's Report

- Summer Reading Program finished strong
- Food drive for a local pantry and a school went well
- Winter Movies begin Monday, September 25 at 4 pm. ***Book Club: The Next Chapter***
- Wednesday, September 27, John Wemlinger, a local author from Onkama, will talk about his book, **The Cut**.
- Haunted Library scheduled for October 7 during Fall Festival. Library will be closed on Friday, October 6 in order to set up the spookiness..

Committee Reports

Personnel Committee

- Karen's performance review has been completed and a pay increase has been recommended.
- Laslo moved to accept the recommendation for Karen's pay increase, McGehee supported, the motion was approved. There was some discussion about the hourly wage, while being within the range of libraries in the area and of similar size, could be higher.

Maintenance Committee

- None

Liaison Report with Friends of the Darcy Library

- They meet on Wednesday after the Board meeting. They discuss finances and cookie sales.

Unfinished Business

- **Solar Panel Installation:** No deal, the library would need a newer roof in order to qualify for program.

- **LED Lighting:** Received a quote from Glen Lake Electric to upgrade the existing light fixtures to LED. The quote of \$2850 is good for 30 days.
 - McGehee moved to approve the lighting project with the help of The Friends, Laslo supported, the motion passed.
- **Carpeting:** A flooring estimate was received from Classic Interiors & Design to replace the carpet. The new carpet would be in the form of carpet tiles. The estimate was \$25,600.
 - Laslo moved to accept the carpet estimate from Classic Interiors & Design for carpet tiles contingent on The Friends approval, Hahn supported, the motion passed.
- **Painting:** A painting estimate was received from Flynn's Custom Painting. The estimate included refreshing the trim for \$1350 and painting the interior for \$5200. This included prep work such as sanding, patching, etc.
 - Hahn moved to accept the painting estimate from Flynn's Custom Painting contingent on the approval of The Friends, Laslo supported, the motion passed.
- **Storage:** A storage container will be necessary to empty the library in preparation for painting and carpeting. Portable Storage Solutions provided and estimate of \$195/mo for a 40 foot storage container. Pick up and delivery is \$233.64.
 - Marshall moved to accept the storage container rental concept contingent on the approval of The Friends, McGehee supported, and the motion passed.
- **Library Refresh Logistics:** BIG job!! Karen supports moving everything out in order for the work to be completed.

New Business

- Winter Hours
 - Extended hours were well received by the patrons. Karen believes that she can shuffle the staff to cover these hours beginning October 2.

■ Mon	10-3	Wed	10-5	Fri	10-5	
	Tues	10-6	Thur	10-6	Sat	10-1
 - Laslo moved to accept the schedule of winter hours provided by Karen, Marshall supported, and the motion was accepted.

Other Business

- None

Public Comment

- None

Next Meeting: The next meeting is scheduled for Tuesday, October 17, 2023, at 7pm.

Adjournment: Laslo moved to adjourn the meeting, McGehee supported, the meeting adjourned at 8:00 PM.

Respectfully submitted: Catherine Hahn, Recording Secretary