**BOARD OF TRUSTEES MEETING**

**Darcy Library of Beulah**

**April 17, 2024**

**Call to Order:** The regular Board of Trustees meeting called to order at 4:02 PM at the meeting room in

the Darcy Library. Those in attendance and constituting a quorum were:

**Present:** Ann Strehle, Dan Schoonmaker ,Chloe McGehee, Betsy Taylor and Debby Laslo

Absent: Cathy Hahn

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

**Approval of Agenda:** McGhee moved to approve the agenda, Taylor supported, the agenda was

approved.

**Approval of Minutes From Previous Meeting (3-6-2024**): Schoonmaker moved to approve the minutes of the previous meeting, Laslo supported and the minutes were approved.

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

* Financial Statement for the nine month period ending March 31, 2024.
* The net income for the time period is $7532 compared to the budgeted loss of

$1238. The difference is largely due to lower Personal Services and Administrative

Service expenditures.

* Property tax payments. Approximately $77,000 of the estimated $81,000 has been

received as of March 31, 2024.

**Bill Approval:** Request approval of unpaid bills ($6451.45) and paid ($45,003.69) since the last meeting with the largest item being the increase in the umbrella insurance for the building. The budget will need to be adjusted by the end of June. Schoonmaker moved to approve the Financial Statement and the Payment of Bills portion of the

Treasurer’s Report, Taylor supported, and the motion was approved.

**Treasurer’s Report:**  Laslo moved to approve and Taylor supported. Motion approved.

**Director’s Report:**  The Library is now open! Patrons are happy to get back. A little grand reopening was held April 3, 2024 and provided by the Friends but we will do a “hard” opening in June. Starting Saturday morning, the library will host. The Magic Gathering card building game for teens and adults. Kids movies will be coming back. Chris is working on the summer reading program

**Committee Reports**

**Personnel Committee:**  The library assistant position is posted on Indeed.

**Maintenance Committee:** Glen Lakes Electric in today and there is no issue with the outlets in the shelving.

**Liaison Report:**  none

**Unfinished Business:**

**Library Refresh Update:**  Work about finished. North Bay has to swap out a counter top. Paul did most of the touch up painting last Friday. Karen still needs to construct a new spinner rack. Shelves in children’s area are in and will be installed.

**Bookkeeper:** No new information

**New Business:** None

**Public Comment:** None

**Next meeting:**  Tuesday May 21, 2024 at 4:00 pm at the Darcy Library

**Adjournment:** Taylor moved to adjourn, Laslo supported. Meeting adjourned at 5 pm.

● Renovation update provided below.

Committee Reports

Personnel Committee

● A staff member was let go. The issue was resolved and all involved have gone their separate

ways.

Maintenance Committee

● None

Liaison Report with Friends of the Darcy Library

● None

Unfinished Business

● Library Refresh Update:

○ Carpet removal near the fireplace pulled up a wire (T-coil) that helps people with hearing

impairments, hopefully the system will still function adequately.

○ Carpet-The carpet portion of the project is ahead of schedule.

○ Moving-Can start March 15, ahead of schedule.

○ Shelving-Eric can help with reassembling some of the shelving.

● Bookkeeper Update- No go. Dan has contacted a CPA in Beulah, will deal with when he returns.

● Open House- Kris has some ideas; Karen will discuss with the Friends

New Business

● Lending Policy. 2-3 weeks for books and audio books, depending on whether or not they are

new releases, beginning on May 1. Laslo made the motion, Hahn supported, the change was

approved.

○ Taylor moved to change the policy on lending time to reflect the above change in book

checkouts, Laslo supported. The motion was approved.

Other Business

● None

Public Comment

● None

Next Meeting: The next meeting is scheduled for Tuesday, April 16, 2024, at 4 PM at the Benzonia

Library.

Adjournment: Hahn moved to adjourn the meeting, McGehee supported, the meeting adjourned at 4:57

PM.

Respectfully submitted: Catherine Hahn, Recording Secretary