

**BOARD OF TRUSTEES MEETING**  
**Darcy Library of Beulah**  
**June 18, 2024**

**Call to Order:** The regular Board of Trustees meeting called to order at 4:04 PM. Those in attendance and constituting a quorum were:

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

**Absent:** Betsy Taylor, Karen Salyer (Director)

**Guest(s):** Dan Hook (Emeritus)

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

**Approval of Minutes From Previous Meeting (5-21-24):** 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 eleven-months ending May 31, 2024.
  - A \$5808 loss versus the revised \$12,147 budgeted loss. The pending county penal fines, (about \$10,000) will eliminate most of the deficit by year end.
  - Significant budget variations are adjusted in the amended annual budget as of June 30, 2024.
- Bills Approval: Unpaid bills as of June 18, 2024 (\$0) and paid bills since May 21, 2024 (\$10,744.25).
  - Schoonmaker moved to approve the Financial Statement and the Payment of Bills portion of the Treasurer's Report, Laslo supported, the motion was approved.
- Amended annual budget for fiscal year 2023-4:
  - Upon reviewing the May 2024 financial statement, various budget items are in need of revision. The Friends contribution was reduced and other budget items were increased to reflect actual expenditures.
- Proposed annual budget for fiscal year 2024-5
  - The revised budget FY 2023-4 was used to prepare the budget for next year. Items were changed to reflect estimates of anticipated revenue and expenditures.
  - Property taxes are estimated to increase over \$5000 due to a higher tax base.
  - The Friends are renewing their support of \$1000 for eBooks services and \$10,000 annually, if needed.
  - Personal Services (staff wages) will be increased from the current year's reduction due to the renovation project.
  - No audit budget requirement this year, will occur after next year end.
  - Professional Services budget is increased to cover bookkeeping services for January through June 2025.
  - Schoonmaker made a motion to approve the amended annual budget for 2023-4 and the proposed budget for 2024-5, Laslo supported. The motion was approved.

### **Director's Report** (Report given by Schoonmaker due to the Director's absence)

- June 8th was the registration for the summer reading program, 35 have registered to date, lots of prizes are on display
- Saturday mornings movie for kids and Magic the Gathering meetup for older kids
- June 26 will be a raptor program at the park in Beulah

### **Committee Reports**

#### **Personnel Committee**

- Linda is the new part-time employee. A suggestion that Board members receive notification when a new staff member is hired.

#### **Maintenance Committee**

- Looking for someone to clean the windows.

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

- None

### **Unfinished Business**

- **Anishinaabe Land Acknowledgement:**
  - Tabled until fall
- **Bookkeeper Update-** Still looking
- **Circulation Policy:** Janice presented the new policy that corresponds with the new lending policy that was approved at a previous meeting, it extends the lending time to 3 weeks for books and audiobooks that are not new releases. McGehee made the motion to approve the new circulation policy, Laslo supported, the motion passed.

### **New Business**

- **Fine Friendly Library.** Strehle presented information about the concept. Some discussion occurred. Board decided to wait and see how the 3 week checkout goes under the circulation policy change and then possibly revisit the topic.
- **Library Millage Committee.** Renewal in 2026. Discussion about developing a YES committee to work on renewing the millage.

### **Other Business**

- None

### **Public Comment**

- A patron expressed concern about the Fine Friendly idea that was presented.

**Next Meeting:** The next meeting is scheduled for Tuesday, July 16, 2024, at 4 PM at the Benzonia Library.

### **Adjournment:**

Laslo moved to adjourn the meeting, McGehee supported, meeting adjourned at 5:11 PM.

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