

BOARD OF TRUSTEES MEETING
Darcy Library of Beulah
June 9, 2014

Call to order: Chair Dan Hook called the regular Board of Trustees meeting to order at 5:25 PM at the Darcy Library in Beulah, Michigan. Those in attendance and constituting a quorum were:

Present: Phil Downs, Cathy Hahn, Dan Hook, Dennis Pace.

Guest(s): Heather Doran, Library Director; Abby Smith

New Business: Leah Serrine has resigned from the Library Board of Directors. Pace moved to accept her resignation, Downs supported and the motion was approved.

Abby Smith wants to serve on the Board for the remainder of Serrine's term. Hahn moved to appoint her to the position, Downs supported, and Abby Smith was approved to serve for the remainder of Serrine's elected term on the board.

Minutes: May 12, 2014 minutes were reviewed. Pace moved, Hahn supported and the minutes were approved as presented.

Treasurer's Report

- Monthly financial statement for the eleven months-ended May 31, 2014. (See attached.) Net income is \$34,197 over budgeted loss of \$5,302. The increase is due primarily due to the \$25,000 gift from the Columbus Foundation. The second \$5,000 was not requested from the Friends. Pace moved, Downs supported and the Financial Statement was approved.
- Request approval of bills to pay (\$-0-) and paid (\$3,595.59) since the last meeting per attached list. Downs moved, Pace supported and the paid bills were approved.
- Proposed Annual Budget for fiscal year 2014-2015.
 - a) Friends gift of \$5K instead of \$10K. The Friends have been asked to continue contributing to special projects during the year as in the past.
 - b) Wages – Increase of \$3,200 for pay rate changes and program hours. See Personnel Committee report dated May 21, 2014.
 - c) Audit – No audit is required so expense reduced by \$2,800.Overall, estimated loss of \$12,280 vs amended budget for current year of \$13,415 loss. It is estimated that we will have an income for current year even without the \$25K Columbus Foundation gift. Downs moved, Hahn supported and the proposed budget was approved.

Director's Report

- The next "Off the Page" event will be June 20.
- The Summer Reading Program ends August 2; there will be many activities at Memorial Park in Benzonia. This is coordinated with the Benzonia Library
- Circulation and patron usage statistics were reported.

Committee Reports

Maintenance Committee

- Moore Mechanical has performed Spring maintenance on the air conditioning.
- The Library lawnmower is working fine

Personnel Committee: See attached report dated May 21, 2014

Friends of Darcy Library Liaison: There will be a retirement party to honor the contributions of Al Bryant.

Benzonia Township Libraries Coordinating Committee: No recent meeting

Old Business: Library Policy review was table until the next meeting.

New Business (continued): Pace suggested that the Board should set a target for the Library's cash reserves. Discussion will continue at the next meeting

Next Meeting: The next meeting is on Monday, July 8, at 5:15 pm.

Adjournment: Downs moved, Pace supported, and the meeting adjourned at 6:23 p.m.

Respectfully submitted: Dennis Pace, Acting Recording Secretary

Attached: Treasurers Reports – May 31, 2014; Unpaid & Paid Bills Reports – May 31 – June 1, 2014, Personnel Committee report May 21, 2014