

BOARD OF TRUSTEES MEETING

Darcy Library of Beulah

April 11, 2016

Call to Order: President Dennis Pace called the regular Board of Trustees meeting to order at 5:44 PM at the Darcy Library in Beulah, Michigan. Those in attendance and constituting a quorum were:

Present: Dennis Pace, Phil Downs, Dan Schoonmaker (via skype), Cathy Hahn, Dan Hook, Abby Smith

Absent: none

Guest(s): Heather Doran, Library Director

Minutes: February 8, 2016 minutes were reviewed. Hook moved to approve the minutes, Smith supported and the minutes were approved.

Treasurer's Report

- Monthly financial report for 9 months-ended March 31, 2016. (See attached) The actual income to date was \$2,483 vs a budgeted loss of \$7,696.
- Received about \$51,013 to date of the total budgeted property taxes of \$58,100. The payments seem slower than prior years. Notes: No significant variances.
- Approval of the financial report was moved by Hook, Downs supported, the motion was approved.
- Request approval of unpaid bills (\$3,881.06) and paid February 9 to April 11, 2016 (\$7,189.64) since the last meeting per attached lists.
- Approval of paid and unpaid bills was moved by Hook, Smith supported, the motion was approved.

Director's Report

- Moving bookshelves around and putting in more seating with the money received from an award to small libraries. Removing old non-fiction books to make room.
- Oleson Grant applied for to add more seating in the children's area.
- Winter Reading Program has finished and the number of participants was almost double that of last year! Kindle Fires were given away as prizes, this may account for the increase in participation.
- Rural Library Conference, May 4-6, 2016 will be attended by Heather, Ashley, and Hilda Quist
- Great Benzie Read is April 20th, The Turner House by Angela Flournoy is the book, she will be the visiting author for OTP on May 13th.
- A tablet class will be offered at the library.
- DVD checkouts have increased, Heather wants to put more money into DVDs, but not lose book money.
- Planning: an event with Grow Benzie, "Cooks and Books", "Not Your Mother's Book Club" for the summer, focusing on feminism in the Middle East with author of The Upstairs Wife to speak in September.
- MelCat is still a mess.

Committee Reports

Maintenance Committee

- Carpet cleaning – Cleaner will contact when in the area.
- Trouble with handicapped door – changed battery because it was low
- Lawn care people will need to be contacted soon.

Personnel Committee

- Nothing to report

Benzonia/Darcy Libraries Coordinating Committee

- Meetings are millage related, OTP, Summer Reading Program ending with all 4 county libraries to participate in a mini-golf day.

Friends of Library Liaison

- No meeting last month

Old Business

- Policy Review – Ann Sernec, lawyer, is in the process of reviewing the policies. She is beginning with the personnel policies and then we will decide if we like the firm's work and want to continue further.
- Millage Election – Benzonia library has agreed to a 10 year renewal and we need to amend the motion of January 11, 2016. Smith moves to renew and restore .6 mills for a term of 10 years (2017 to 2026). Downs seconds. Motion passed.

New Business

- Board Positions – 2 expiring and papers need to be filed in order to be on the ballot. Phil will not be returning, another person will be needed to fill this position. Dennis will find out dates and details.

Other Business

- None

Next Meeting: The next meeting will be May 9, 2016 at 5:30 PM.

Adjournment: Hook moved, Downs supported and the meeting adjourned at 6:42 PM.

Respectfully submitted: Catherine Hahn, Recording Secretary

Attached: Treasurer's Report, April 11, 2016