

BOARD OF TRUSTEES MEETING

Darcy Library of Beulah

November 10, 2014

Call to order: Chair Dan Hook called the regular Board of Trustees meeting to order at 5:15 PM at the Darcy Library in Beulah, Michigan. Those in attendance and constituting a quorum were:

Present: Dan Hook, Cathy Hahn, Dan Schoonmaker, Dennis Pace, Phil Downs, Abby Smith

Guest(s): Heather Doran, Library Director

Minutes: October 13, 2014 minutes were reviewed. Downs moved, Schoonmaker supported and the minutes were approved.

Treasurer's Report

- Financial statement for the 4 month period-ended October 31, 2014. (See attached.) Net income is \$14,482 compared to a budgeted \$11,040 loss. The difference is due to a second unrestricted of \$25,000 from the Barthelmas family received in July 2014. There were significant budget overages except capital outlays expenditures budget overage of \$4,813 as previously noted. The budget will be revised in the future for any overages. Schoonmaker moved that the financial statement be approved, Downs supported and the motion passed.
- Request approval of bills to pay (\$827.04) and paid (\$2,183.97) since the last meeting per attached lists. Schoonmaker moved that the Paid and Unpaid Bills be approved. Pace supported and the motion passed.

Director's report

- Most patron usage statistics are slightly lower than the same time period last year
- The new Minecraft Club has nine members so far.
- The Library will restart the Story Time children's program in January.
- Read to Rosie and Computers with Carol will be available via Skype this winter.
- The Library will need an additional employee this winter on Mondays 12-5 and one Saturday per month, at an estimated cost of \$3,100. Hook will ask the Friends if they can contribute that amount .
- Implementation of Overdrive is still in progress.
- Implementation of MeL (the Michigan e-Library) is still in progress.
- Approval is needed to apply for a grant from the Michigan Council for Arts and Cultural Affairs for the 2015 Off the Page Authors Series. Smith moved, Schoonmaker supported and the motion passed.

Committee Reports

Maintenance Committee

- Snow Removal: Schoonmaker moved that Howard Kennedy be contracted on the same terms as last year to provide snow removal services in the amount of \$1,000 for the season. Downs supported and the motion passed.

Personnel Committee

- No report

Benzonia Township Libraries Coordinating Committee

- The meeting scheduled for November 8 was cancelled and has not yet been rescheduled.

Friends of Darcy Library Liaison: No new initiatives reported.

Old Business

- The following Library Policies were approved as Revised: Sections II, V, VI, X, XVII, and XX.
- Section XIX Emergency/Disaster is still under review.

New Business:

- Election Results: Dan Schoonmaker and Abby Smith were both elected to another term on the Board.
- Nomination/Appointment of new officers. The following slate of Board Officers was proposed: Dennis Pace, President; Phil Downs, Vice-President; Dan Schoonmaker, Treasurer; Cathy Hahn, Secretary. Schoonmaker moved that the new officers be approved, Smith supported, and the motion passed.

Next Meeting: The Board will not meet in December. The next meeting will be on January 12, 2015 at 5:15pm

Adjournment: Schoonmaker moved, Downs supported and the meeting adjourned at 6:42 p.m.

Respectfully submitted: Dennis Pace, Acting Recording Secretary

Attached: Treasurers Reports – Financial Statement October 31, 2014; Unpaid Bills (November 10, 2014) & Paid Bills (October 14 – November 10, 2014) Reports