

**BOARD OF TRUSTEES MEETING**  
**Darcy Library of Beulah**  
**September 12, 2016**

**Call to Order:** Dan Hook called the regular Board of Trustees meeting to order at 5:51 PM at the Darcy Library in Beulah, Michigan. Those in attendance and constituting a quorum were:

**Present:** Dan Hook, Evelyn Tidlow, Abby Smith, Cathy Hahn

**Absent:** Dennis Pace, Dan Schoonmaker

**Guest(s):** Heather Doran, Library Director

**Minutes:** August 8, 2016 minutes were reviewed; Smith moved to approve minutes, Tidlow supported and the minutes were approved.

**Treasurer's Report**

- Financial statement for the period-ended August 31, 2016. (See Treasurer's Report for more detail). Net loss is \$383 compared to a budgeted \$2,744 loss.
- Penal fines received were \$3,939 less than the \$16,750 budgeted. Future fines will probably continue at the reduced level due to several factors including a new judge. As a result, the Friends donated the previously requested contingent \$5,000 for the six month period. Mid-Mid-Michigan Library donated \$1,000 which covered the first payment to Equinox for the Evergreen migration to MelCat.
- Request approval of financial statement for the period-ended August 31, 2016 and approval of bills to pay (\$19) and paid (\$3,900) since bills since the last meeting. Smith moved, Hahn supported, motion was approved.

**Director's Report**

- No stats today, but library has been very busy for the last week with approximately 120 people a day.
- Off the Page author Ellen Airgood will be here on September 21. She will also speak to the middle school students at Benzie Central in the afternoon.
- Off the Page program has received \$3800 grant for next year.
- Author Rafia Zakaria will be here to speak about her book, The Upstairs Wife. Record Eagle called and interviewed Heather and some of the Not Your Mother's Book Club members.
- Maureen Dunphy will be here to discuss her book Great Lake Island Escapes. She will be interviewed at IPR the same day.
- Mid-Michigan Library League (MMLL) Annual Membership meeting is September 22 in Cadillac. Evelyn will attend.
- Library is piloting a program at Benzie Central High School for students to access library materials as if a branch of the library.

**Committee Reports**

**Maintenance Committee**

- Door fixed, bathroom fans cleaned, Moore Mechanical has done fall check up
- Dan H. will talk with Howard Kennedy about snow removal

**Personnel Committee**

- Have had 30 applications for the 3 positions at the library for approximately 10-15 hours/week

**Benzonia/Darcy Libraries Coordinating Committee**

- Millage committee has been dissolved and money and stamps split between Benzonia and Darcy libraries.

**Friends of Library Liaison**

- Usual discussions, no minutes at this time

**Old Business**

- Policy Review Update – Dan S. has not yet heard back from the lawyer regarding the policies sent for her to review.
- Millage Election – Done, until the next time, information box will go to one of the libraries for safe-keeping.

**New Business**

- Strategic Plan for Library – May bring people in to help facilitate  
Dan H. has contacted Shirley Buursma for strategic planning information and also distributed copies of information for small libraries.
- Leadership of October meeting on October 10<sup>th</sup>. Dan H. will plan an agenda, Abby will not be here.

**Other Business**

**Next Meeting:** The next meeting will be October 10, 2016, at 5:30 PM.

**Adjournment:** Tidlow moved, Smith supported and the meeting adjourned at 6:37 PM.

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