

BOARD OF TRUSTEES MEETING

Darcy Library of Beulah

March 6, 2024

Call to Order: The regular Board of Trustees meeting called to order at 4:03 PM at the meeting room in the Benzonia Library. Those in attendance and constituting a quorum were:

Present: Cathy Hahn, Dan Schoonmaker (via phone), Chloe McGehee, Ann Strehle, Betsy Taylor, Debby Laslo

Absent: None

Guest(s): Karen Salyer (Director), Dan Hook (Emeritus)

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

Approval of Minutes From Previous Meeting (2-20-24): Laslo moved to approve the minutes of the previous meeting, Hahn supported and the minutes were approved.

Treasurer's Report (See corresponding documents)

- Financial Statement for the eight-month period ending February 29, 2024.
 - The net income for the time period is \$10,484 compared to the budgeted income of \$4387. The difference is largely due to reduced Personal Services and Administrative Service expenditures.
 - Property tax payments. Approximately \$73,000 of the estimated \$81,000 has been received as of February 29, 2024.
 - The Friends are reimbursing the Library periodically for renovations, \$10,050 has been received to date.
 - Investments. \$60,000 and then \$40,000 have been transferred to Michigan Class, they are paying over 5%, this is significantly better than what we were previously receiving.
- Bills Approval: Request approval of unpaid bills (\$0) and paid (\$9239.25) since the last meeting February 21, 2024 to March 6, 2024.
- Taylor moved to approve the Financial Statement and the Payment of Bills portion of the Treasurer's Report, Laslo supported, the motion was approved.
- Other Items:
Capital Project Grants Status: The Library has paid about \$23,000 of the estimated \$73,000 total cost. The Friends recently chipped in about \$10,000. The balance of the project is about \$49,000 and is to be completed and paid.

Director's Report

- The Library is closed for renovation and so there is nothing to report regarding patron activity and programming.
- Renovation update provided below.

Committee Reports

Personnel Committee

- A staff member was let go. The issue was resolved and all involved have gone their separate ways.

Maintenance Committee

- None

Liaison Report with Friends of the Darcy Library

- None

Unfinished Business

- **Library Refresh Update:**
 - Carpet removal near the fireplace pulled up a wire (T-coil) that helps people with hearing impairments, hopefully the system will still function adequately.
 - Carpet-The carpet portion of the project is ahead of schedule.
 - Moving-Can start March 15, ahead of schedule.
 - Shelving-Eric can help with reassembling some of the shelving.
- **Bookkeeper Update-** No go. Dan has contacted a CPA in Beulah, will deal with when he returns.
- **Open House-** Kris has some ideas; Karen will discuss with the Friends

New Business

- **Lending Policy.** 2-3 weeks for books and audio books, depending on whether or not they are new releases, beginning on May 1. Laslo made the motion, Hahn supported, the change was approved.
 - Taylor moved to change the policy on lending time to reflect the above change in book checkouts, Laslo supported. The motion was approved.

Other Business

- None

Public Comment

- None

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

Adjournment: Hahn moved to adjourn the meeting, McGehee supported, the meeting adjourned at 4:57 PM.

Respectfully submitted: Catherine Hahn, Recording Secretary