

BOARD OF TRUSTEES MEETING

Darcy Library of Beulah

September 16, 2025

Call to Order: The regular Board of Trustees meeting called to order at 3:31 PM. Those in attendance and constituting a quorum were:

Present: Cathy Hahn, Chloe McGehee, Debby Laslo, Ann Strehle, Dan Schoonmaker, Christy Trigg (Director)

Absent: Betsy Taylor

Approval of Agenda: Schoonmaker moved to approve the agenda with an addition of Millage Committee to Old Business, Laslo supported, the agenda was approved.

Approval of Minutes From Previous Meeting (8-19-2025): Schoonmaker moved to approve the minutes of the previous meeting, Hahn supported, the minutes were approved.

Treasurer's Report (See corresponding documents)

- Financial Statements for two-months ending August 31, 2025 were reviewed.
 - The net loss was \$16,617 compared to the budgeted loss of \$17,522.
 - No significant budget variations.
 - Bank balances of \$152,636 include Michigan Class balance.
 - The Equity (Fund Balance) of \$150,672 reflects the two-month loss of \$16,996.
 - Unpaid bills (\$1565.93), Paid bills (\$6010.62) since last meeting August 19, 2025.
 - Laslo moved to approve the financial statement and payment of bills, McGehee supported, motion approved.
- Audit field work has been rescheduled from October 21 to November 10 due to room scheduling

Director's Report (Christy Trigg - Director)

- Library Use Survey results were presented in graph form.
- MMLL Annual Luncheon was (9-11-2025) in Cadillac. Christy attended, would like to take the entire staff and Carol next year.
- Mid-Michigan Library League (MMLL) will have a Summer Symposium and Watch Party for the Summer Reading Program on December 4. Christy would like to send Kris, if she is willing. It can be attended virtually.
- Paws and Effect Read to a Dog will be next month.
- September 17-23 is Constitution Week. DAR provided posters.
- Kris on vacation September 26-October 4.
- Would like to close the Library on Friday October 3, to decorate for the Haunted Library as part of Beulah Fall Fest.
 - McGehee moved to close the Library, Laslo supported, the motion was passed.
- Upcoming events and recent events with participation numbers were listed.
- Presented stats regarding patron activity, genre of books loaned, and number of books loaned.

Committee Reports

Personnel Committee

- Employee annual reviews and wage increases for Kris and Philip.
 - Motion to approve the Personnel Committee Report increasing Kris and Philip's wages based on performance and State minimum wage increases made by Schoonmaker, supported by Laslo, motion passed.

Building and Grounds

- Fireplace inspection September 19th.

Janice Schoonmaker Memorial Subcommittee

- Project completed.

Liaison Report with Friends of the Darcy Library

- Bake Sale October 4 during Fall Fest.

Unfinished Business (Tabled)

- **Anishinaabe Land Acknowledgement**
 - Nothing new to report
- **Helen Tanner American Indian Collection**
 - Process of updating the cataloging and referencing with Apollo is continuing
- **ADA Compliance**
 - No updates
- **Millage Committee**
 - Vicki Carpenter has resigned as chair of the committee, need to find someone to replace her.
 - Training is needed for the YES Committee.
 - Ann and Christy will Zoom with Shirley, the consultant
 - Will be collaborating with Benzonia Library.

New Business

- None

Other Business

- None

Next Meeting: The next meeting is scheduled for Tuesday, October 21, 2025, at 3:30 PM at the Darcy Library.

Adjournment:

McGehee moved to adjourn the meeting, Laslo supported. Meeting adjourned at 4:35 PM.

Respectfully submitted: Catherine Hahn, Recording Secretary