

## 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