

BENZIE SHORES DISTRICT LIBRARY BOARD
MINUTES OF FEBRUARY 12, 2018, REGULAR MEETING

The meeting was called to order at 9:30AM by Jon Armstrong at the BSDL.

Present: Trustees - Jon Armstrong, Sharyn Bower, Ginny Freeman, Jim Larsen, Pam Radabaugh, and Jennie Schmitt; Stacy Pasche, Assistant Library Director.

Absent: Jon Hawley, Trustee.

Approval of Agenda: Motion by Jim Larsen/Sharyn Bower to approve the agenda as presented. Motion carried.

Public Input: None

Approval of Minutes: Motion by Jim Larsen/Jon Armstrong to approve the minutes of the January 8, 2018, board meeting as presented. Motion carried.

Treasurer's Report: Motion by Ginny Freeman/Jennie Schmitt to approve the January treasurer's report as presented. Motion carried.

Approval of Monthly Bills: Motion by Pam Radabaugh/Sharyn Bower to authorize the January disbursements as listed and attached. Motion carried

Library Director's Report: Stacy Pasche read Cathy Carter's report on January.

Committee Reports: None

Old Business:

1. Friends of the Library Report – No report
2. Internet/Technology Report – No report
3. Strategic Planning/Transition Report/Discussion –
 - A. Staffing Proposal – Stacy proposed hiring Kaitlin Matesich as full time youth services librarian starting March 1st at \$16/hr. Her benefits would not begin until July at the start of our new fiscal year. Hiring her full time now will help meet March vacation staffing challenges, allow us with a good period of transition, and give her plenty of time to work on the summer reading program and other much need youth services. There is enough money in this year's budget to pay for this. Motion by Jennie Schmitt/Pam Radabaugh to hire Kaitlin Matesich as a full time employee starting March 1st. Motion carried.
 - B. Motion by Jim Larsen/Jennie Schmitt to adopt the new proposed hours beginning on Memorial Day. Monday-Thursday 10-7 and Saturday 10-2. Motion carried.

New Business:

1. On-line Banking Report – Jon Armstrong investigated signing up for online banking so we could solve the problem of not getting our monthly bank statements in time for our bookkeeper to prepare the financials board meetings that fall early in the month. It would not meet with our financial policies, so we will not be doing this. In July we will consider changing the board meetings to the third week of the month as another way of solving the statement timing issue.

2. Dave Mengebier, the new director of the Grand Traverse Regional Community Foundation, will be meeting with the Friends of the Library on April 25th and will meet with library staff and tour the library at the same time.
3. Ginny Freeman reported on a Benzonia Academy lecture at the Benzie Historical Museum which included information about Mary Spencer who was Michigan's state librarian from 1893-1923 and was responsible for expanding the state library from a Lansing-based facility for legislators and government employees to a statewide facility for the public through establishing the associate library system and traveling libraries.

The meeting was adjourned at 10:27 AM.

Respectfully submitted, Ginny Freeman, Secretary