

BENZIE SHORES DISTRICT LIBRARY BOARD
MINUTES OF MAY 14, 2018, REGULAR MEETING

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

Present: Trustees – Jon Armstrong, Pam Radabaugh, Ginny Freeman, Sharyn Bower, Jim Larsen (left after approval of the proposed budget), Jon Hawley, and Jennie Schmitt; Cathy Carter, Library Director (until 10:00); Stacy Pasche, Assistant Library Director.

Approval of Agenda: Motion by Jennie Schmitt/Jim Larsen to approve the agenda as amended, moving Presentation of Proposed 2018-2019 Budget to follow Public Input. Motion carried.

Public Input: None

Priority Business:

Presentation of Proposed 2018-2019 Budget – Pam Radabaugh and Stacy Pasche presented the proposed budget for the next fiscal year, explaining changes in numerous categories of income and expense. Discussion followed. Motion by Sharyn Bower/Jennie Schmitt to approve the proposed 2018-2019 budget as presented. Motion carried.

Approval of Minutes: Motion by Jon Hawley/Ginny Freeman to approve the minutes of the April 9, 2018, regular board meeting and the April 20, 2018 special meeting as presented. Motion carried.

Treasurer's Report: Motion by Ginny Freeman/Sharyn Bower to approve the April treasurer's report as presented. Motion carried.

Approval of Monthly Bills: Motion by Jennie Schmitt/Pam Radabaugh to authorize the April disbursements as listed and attached. Motion carried

Library Director's Report: Stacy Pasche read Cathy Carter's report on April as Cathy had to cover the circulation desk. There was discussion on the June 24th Open House for Cathy.

Committee Reports:

1. Policy Committee Presentation – The complete updated policies have been emailed to the board and will be presented at the June meeting. See below under new business for action on new circulation policy.

Old Business:

1. Internet/Technology Report – see director's report
2. Strategic Planning/Transition Report/Discussion – see director's report
3. GTRCF – see Cathy's attached report, GTRCF Meeting with Dave Mengebier:
Recap

New Business:

1. Brief Report on the rural Library conference – see Stacy's and Kaitlin's attached reports. Ginny will report in June.
2. Budget Amendments: Pam presented amendments. Motion by Jennie Schmitt/Sharyn Bower to approve the amendments to the 2017-2018 budget. Motion carried.
3. Circulation Policy Change – Explanations were made of the various patron categories, the addition of showing ID as a requirement for library card application, and the new cards to minors policies. Motion by Sharyn/Bower/Jennie Schmitt to approve the circulation policy (Library Card Eligibility, Patron Categories and Cards to Minors) as presented and attached to the minutes. Motion carried.
4. Sharyn Bower reported that the Gilmore Township board has accepted her resignation from the BSDL board and appointed Brian Johnson to take her place as trustee for the next three-year term.
5. Jon Armstrong has sent a letter to the City of Frankfort asking that they appoint Jennie Schmitt as their representative to the BSDL board in his place. He can then be appointed by the BSDL board as one of the two at-large trustees on the board.
6. Action on Public Act 152 was postponed until the June meeting.

The meeting was adjourned at 11:02 AM.

Virginia Hollister Freeman
Respectfully submitted, Ginny Freeman, Secretary