

BENZIE SHORES DISTRICT LIBRARY BOARD
MINUTES OF SEPTEMBER 11, 2017, REGULAR MEETING

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

Present: Trustees - Jon Armstrong, Ginny Freeman, Jon Hawley, Jim Larsen, Sharyn Bower, and Jennie Schmitt; Cathy Carter, Library Director.

Absent: Pam Radabaugh, trustee.

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

Public Input: None

Approval of Minutes: Motion by Jennie Schmitt/Jim Larsen to approve the minutes of the August 14, 2017, board meeting as written. Motion carried.

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

Approval of Monthly Bills: Motion by Jon Hawley/Jim Larsen to authorize the August disbursements as listed and attached. Motion carried

Library Director's Report: Cathy Carter reported on August.

Committee Reports:

1. Personnel Committee – Cathy Carter is planning to retire on June 30th, 2018. She will investigate the legal requirements of posting the position in-house and advertising more broadly, given the fact that we have an assistant director who we expect to step into the director's position. Cathy suggests that a second full time position also be added to promote fluidity of work flow in the future.

Old Business:

1. Friends of the Library Report – See director's report
2. Internet/Technology Report – No report
3. Approval of Final 2016-2017 Budget – Postponed until October meeting.
4. The strategic planning meeting scheduled for October is cancelled. In its place we will spend some time at each regular monthly board meeting going over a portion of what would normally be covered in the strategic planning meeting. This seems to be a better plan given Cathy's upcoming retirement.

New Business:

1. No change in October board meeting date. It will be on October 9th as scheduled.

The meeting was adjourned at 10:15 AM.

Respectfully submitted,
Ginny Freeman, Secretary