

BENZIE SHORES DISTRICT LIBRARY BOARD
MINUTES OF OCTOBER 9, 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, Pam Radabaugh, and Jennie Schmitt; Cathy Carter, Library Director, and Stacy Pasche, Assistant Library Director.

Absent: Sharyn Bower, Trustee.

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

Public Input: None

Approval of Minutes: Motion by Jon Hawley/ Jennie Schmitt to approve the minutes of the September 11, 2017, board meeting as written. Motion carried.

Treasurer's Report: Motion by Ginny Freeman/Jon Hawley to approve the September treasurer's report as presented. Motion carried. Pam will check with our bookkeeper Karen about clarifying the state aid and renaissance zone categories. An unexpected insurance rebate came in. The renaissance zone \$ were down.

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

Library Director's Report: Cathy Carter reported on September. Cathy explained the county's letter showing the distribution of penal fines. The board expressed appreciation for Stacy's report on the Summer Reading Program.

Committee Reports: None

Old Business:

1. Friends of the Library Report – See director's report. Jim Larsen will be putting up shelving in the book sorting storage area.
2. Internet/Technology Report – No report
3. Approval of Final 2016-2017 Budget – Motion by Jennie Schmitt/Jim Larsen to approve the final 2016-2017 budget. Motion carried.

New Business:

1. Explanation of Transition Attachment
2. Strategic Planning/Transition Discussion – Board responsibilities/involvement in the transition will include the semi-annual policies review by the policies committee and the budget/salary/insurance changes needed for 2018-2019 by the personnel committee and treasurer.

The meeting was adjourned at 10:20 AM.

Respectfully submitted,
Ginny Freeman, Secretary 