

BENZIE SHORES DISTRICT LIBRARY BOARD
MINUTES OF JUNE 10, 2015, REGULAR MEETING

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

Present: Trustees –Jon Armstrong, Jon Hawley (left at 9:45 AM), Ginny Freeman, Jennie Schmitt, Pam Radabaugh, and Pat Laarman; Cathy Carter, Library Director.

Absent: Trustee – Sharyn Bowers

Approval of Agenda: Motion by Pam Radabaugh/Pat Laarman to approve the agenda as corrected, moving FOIA policy from Tabled Business and Meeting Calendar from New Business to follow Public Input. Motion carried.

Public Input: None

FOIA Policy: Motion by Jon Hawley/Jennie Schmitt to approve the FOIA Policy and request form as written. Motion carried. If we get one outrageous request, we will revisit the policy.

Set the Library Board's Regular Monthly Meeting Calendar: Motion by Jennie Schmitt/Pam Radabaugh to continue to hold the BSDL Board's regular monthly meetings at 9:30 AM on the second Wednesday of each month. Motion carried.

Approval of Minutes: Motion by Pam Radabaugh/Pat Laarman to approve three sets of minutes: 1) May 20, 2015, Public Hearing on the Budget for 2015-2016, regular meeting, 2) May 20, 2015, Special Meeting, 3) May 13, 2015, Regular Meeting. Motion carried.

Treasurer's Report: Motion by Pat Laarman/Jennie Schmitt to approve the May treasurer's report as presented. Motion carried. Between now and the July board meeting Pam and Cathy will be working on incorporating the Friends' donations into the BSDL budget as requested by the auditor. Changes in our accounting system have meant needing to shift gears in relation to book ordering at the end of our fiscal year. This has resulted in not ordering books in June.

Approval of Monthly Bills: Motion by Pam Radabaugh/Ginny Freeman to authorize the May disbursements as listed and attached. Motion carried.

Library Director's Report: Cathy Carter reported on the month of May.

Committee Reports: None

Old Business:

1. Friends of the Library Report – no report
2. Internet/Technology Report – no report

3. Strategic Planning Update/Agenda - none
4. Change the Health Care Savings Program Resolution – This will be handled at the July meeting after the approval of a revised employment agreement for Cathy Carter.
5. Library/Friends Agreement – Motion by Jennie Schmitt/Pat Laarman to approve the Library/Friends Operating Agreement as corrected, changing article VII to article VIII in #12 and adding the Friends’ mission statement in the first paragraph. Motion carried.

The meeting was adjourned at 10:01 AM.

Respectfully submitted,
Ginny Freeman, Secretary