

BENZIE SHORES DISTRICT LIBRARY BOARD  
MINUTES OF AUGUST 12, 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, Ginny Freeman, Jennie Schmitt (arrived at 9:38), Pam Radabaugh, and Pat Laarman; Cathy Carter, Library Director.

Absent: Trustee – Sharyn Bowers

Approval of Agenda: Motion by Jon Hawley/Pam Radabaugh to approve the agenda as written. Motion carried.

Public Input: None

Approval of Minutes: Motion by Pam Radabaugh/Pat Laarman to approve as corrected the minutes of the July 15, 2015, Regular Meeting. Motion carried.

Treasurer's Report: Motion by Pat Laarman/Jon Hawley to approve the July treasurer's report as presented. Motion carried.

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

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

Committee Reports: None

Old Business:

1. Friends of the Library Report – book sale preparations. Cathy explained that in addition to the \$2,000 donated by the Friends toward Over Drive, the Library also pays \$2,000, which makes us part of the advantage program, allowing our patrons quicker access to BSDL's Over Drive books.
2. Internet/Technology Report – no report
3. Strategic Planning Update/Agenda - We will set a meeting date after Labor Day.

4. Balance the 2014-2015 Budget (Revision) – Motion by Pam Radabaugh/Jennie Schmitt to approve the revision of the final budget for 2014-2015 (which includes a \$5,000 contingency item). Motion carried.

New Business:

1. Accept Auditor's Contract for the 2015 Audit – Motion by Ginny Freeman/Pat Laarman to accept the auditor's contract for the 2015 audit. Motion carried.
2. Policy Discussion: No Smoking on Library Grounds – Motion by Jon Hawley/Jennie Schmitt to adopt the following policy regarding smoking:  
*Smoking (regular and e-cigarettes) is prohibited in the library and the library grounds.* Motion carried.
3. Policy Discussion: Loan period/new books – Motion by Jennie Schmitt/Pat Laarman to authorize Cathy Carter to set the loan period for new books (definition of "new"- acquired within the last 6 months). Motion carried.

The meeting was adjourned at 10:13 AM.

Respectfully submitted,  
Ginny Freeman, Secretary