

**BENZONIA PUBLIC LIBRARY**  
**MEETING MINUTES BOARD OF TRUSTEES**  
**February 16, 2022**

The meeting was called to order by President Paula Lake at 3:56pm. Those present were Paula Lake, Helen Dewey, Jane Sullivan, Audrey Pittinos and Diana Heller. Also present was Amanda McLaren, library director and Megan Barnard who was introduced to the Board.

There were no additions or corrections to the agenda.

MINUTES: The minutes of the January 12, 2022 meeting were approved as sent.

COMMUNICATIONS: None

TREASURERS REPORT: Treasurer Helen Dewey presented the monthly Treasurers Report and there being no discussion, a **motion was made by Audrey/Jane to accept the report as sent. All ayes.**

DIRECTOR'S REPORT: Director McLaren submitted her report, pointing out several items on it. Computer help with Dustin is taking a break and will let us know if he will continue, the ice skating rink is still very popular. Other items included in her report were the Library of Things, Homestead Townships contract, and the 0-6 Workshop. Amanda reported that things were going well at the Library.

PRESIDENT COMMENTS: None

CONTINUING BUSINESS: Meeting room will be discussed at our March meeting.

NEW BUSINESS:

The new opening on the Library Board was discussed. Megan Barnard was introduced and she told us why she was interested in being on the Board. She will be sworn in at Benzonia Township. It was determined that Megan would be a member of the Board from Benzonia Township and her term would expire in November, 2022, then she would be eligible for election at the General Election. **A motion was made by Helen/Audrey to appoint Megan Barnard to the Library Board with her term expiring in November, 2022.** Our current board member Jane Sullivan would be the Village of Benzonia appointee.

Endowment Fund discussion: President Lake discussed a previous older endowment fund which was mentioned in an email from Roxane Miner. Paula will do some research on it and report back to the board.

CD Maturity: After a discussion led by Treasurer Helen Dewey a **motion was made by Jane/Audrey to roll over the current CD #3054585 invested at FNBA, into a 48 month CD coming due in February of 2026. A roll call vote was taken with Paula Lake voting AYE, Helen Dewey voting AYE, Jane Sullivan**

**voting AYE, Audrey Pittinos voting AYE, and Diana Heller voting AYE. All in favor, motion passed.** Helen also mentioned she would be getting the paper work together for new signatures' for the bank.

Library of Things: Amanda explained hotspots and that there were just a few grammatical errors to correct.

Internet Policy: to include the hotspots.

**A motion was made by Jane/Audrey to approve the following policies and agreements: Library of Things, Internet Policy, Lending Guidelines and Agreement. All voting aye, motion passed.**

A discussion on the Policy for Public Input was led by Paula. Helen also included the Public Comments Policy and they were tabled until the March meeting.

Payments and Electronic Payments Policy: Paula asked everyone to take a look at our current policy and be ready to discuss revising this policy on payments at our March meeting.

Public input: none

Board Input: none

Meeting adjourned at: 5:15pm

NEXT MEETING: March 16, 2022 at 4pm.

Diana Heller,  
Secretary

