

BENZONIA PUBLIC LIBRARY
MEETING MINUTES BOARD OF TRUSTEES
October 13, 2021

The meeting was called to order by Vice President Paula Lake at 4:03pm. Those present were Paula Lake, Helen Dewey, Jane Sullivan, Audrey Pittinos and Diana Heller. Roxane Miner and Amanda McLaren were excused absent.

VP Lake made an addition to the current agenda: A request to post our agenda and approved minutes on our web site.

COMMUNICATION: The Library received a QSAC rating from the Governor at the essential level.

MINUTES: A motion was made by Audrey/Jane to accept the minutes of the September 8, 2021 meeting as sent. All ayes, approved.

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

DIRECTOR'S REPORT: Director McLaren emailed her report to the Board and it was reviewed.

CONTINUING BUSINESS:

Personnel Policy: **A motion to approve the policy as sent to the board by Jane/Audrey. All ayes, motion passed.**

Check signatory cards: Treasurer Dewey took care of changing the bank signatory cards.

Update on shelves and meeting room: The updates were presented by Helen and Jane.

A motion for budgeting money for building improvements was presented by Jane/Audrey. Helen led a discussion to put money in the fiscal 2022 budget, namely \$7,000.00, in the capital outlay budget. All ayes, motion passed.

Donation report – After a discussion led by Helen and **a motion by Audrey/Jane to leave the donation report as we previously have had it. All ayes, motion passed.**

NEW BUSINESS:

A discussion on the request to put the proposed agenda and approved minutes on our web site. After several comments, **a motion was made by Helen/Audrey to have the Director post both on our web site. All ayes. Motion passed.**

Bathroom construction update on the bathroom addition to the upstairs meeting room was discussed. Jane told of an artist contributing time and talent to the project.

Board Input: Helen read a portion of the Village of Benzonia's Master Plan concerning the Library and its impact in the community. She will ask Michelle to add it to the Web Site.

Meeting adjourned at: 4:31pm

NEXT MEETING: November 10, 2021 at 4pm.

Diana Heller,
Secretary