

BENZONIA PUBLIC LIBRARY
MEETING MINUTES BOARD OF TRUSTEES
March 16, 2022

Meeting was called to order at 3:57pm, by President Paula Lake. Roll call was taken with those present: Helen Dewey, Paula Lake, Jane Sullivan, Megan Barnard and Diana Heller. Audrey Pittinos was absent and director Amanda McLaren was also present.

The agenda was approved as sent.

The minutes of the Board Meeting on February 16, 2022 stand approved as sent.

Communications: A letter from a former staff member honoring Roxane Miner with a donation.

Treasurer's Report: Helen Dewey presented her reports for the month. **A motion to accept the report was made by Jane/Diana to accept the Treasurers report as sent, All ayes, motion accepted.**

Director's Report: Director McLaren discussed her reports which were emailed to the board prior to our meeting. She expanded on several items including the ice skating rentals, hotspots, Library of Things and others on her report.

President's Comments: Paula received a copy of the Village of Benzonia minutes naming Jane Sullivan as their appointee to the Library Board. Megan Barnard will fill the Trustee position from the township and be running in the next election.

Continuing Business:

Meeting Room Décor : Amanda reported that the room was almost complete and invited everyone to take a look and voice our opinion on some of the art work currently on display. It was decided to table that discussion for another meeting.

Policy for Public Input: Jane volunteered to work on coming up with a workable copy of the policy to be presented at our next meeting.

Payments and Electronic Payments Policy: **A motion was made by Jane/Megan to approve the revised payments and electronic Payments Policy; to add and expand on what we have. Helen will send out the completed updated policy. Motion approved.**

Signatories for bank accounts: The treasurer said we needed new signatories for both our savings and checking accounts with our new board members. **A motion was made by**

Helen/Jane to name Signatories for State Savings Bank checking and savings accounts will be Paula Lake, Helen Dewey, Diana Heller, Megan Barnard, Jane Sullivan and Audrey Pittinos. Those board members named for First National Bank of America accounts are Paula Lake, Helen Dewey, Diana Heller, Megan Barnard, Jane Sullivan and Audrey Pittinos. A roll call vote was taken with Paula Lake, Helen Dewey, Diana Heller, Megan Barnard and Jane Sullivan voting AYE. Audrey Pittinos was absent.

New Business: Amanda brought up the final invoice from BirdsEye Carpentry for building improvements in the meeting room. The total of the two invoices was higher than the original estimate and less than budgeted by the Board for the Meeting Room Improvements.

Jane/Megan made a motion to increase the FY 2022 budget line for Building Improvements from \$7,000.00 to \$7,500.00 . A roll call vote was taken: Paula-Aye, Helen-Aye, Megan-Aye, Jane-Aye, Diana-Aye, Audrey was absent. Amanda brought up her recent time off due to surgery and not having enough personal time to cover her salary. **A motion was made by Diana/Jane to allow Amanda to use (undocumented) Compensatory Time to cover her absence for surgery and recovery without making her use her personal time off or go unpaid. All voting Aye, motion passed.** Usually comp time is documented, but we all know Amanda works more hours than are on her schedule.

Public Input: None

Board Input: A discussion of the millage training, some Board members plan to watch the saved webinar. Amanda will let the board know of any upcoming events concerning millages. MMLL is paying for an hour of legal consultation with attorney Anne Seuryneck, and some of that time might be used for millage consultation.

Adjournment: 4:58 pm

Next meeting will be April 20, 2022

Diana Heller, Secretary
Benzonia Public Library