

BELLAIRE PUBLIC LIBRARY  
MONTHLY MEETING OF THE BOARD OF TRUSTEES  
AT: 111 SOUTH BRIDGE STREET, BELLAIRE, MI  
APRIL 15, 2022

MINUTES

TRUSTEES ATTENDING: Diane Bennett, Mary Edens, Don Hirt, Susan Larson, Sydney Luke (via ZOOM) and Director Cindi Place

TRUSTEE EXCUSED ABSENCE: Lee Kerr

CALL TO ORDER: President Edens called the meeting to order at 10:00 a.m.

PUBLIC COMMENTS: Trustee Lee Kerr observing via Zoom, Dee Lucas & Carla Bart.

APPROVAL OF AGENDA: **Motion by Larson, second by Hirt to approve the agenda. Motion carried.**

MINUTES: **Motion by Luke, second by Larson to approve the March 18, 2022 meeting minutes of the Board as presented. Motion carried.**

FINANCIAL REPORT: As of March 1, there was \$69,657.84 in the checking account. After adding income, payroll liability, and deducting expenses, there was a total of \$70,976.56 in the checking account on March 31, 2022. Adding the checking balance to CD, MMIA, and Prime Share accounts, we have a total of \$492,883.70. **Motion by Hirt, second by Larson to approve the March 2022 financial report, as presented. Roll Call: Ayes: Bennett, Edens, Luke, Hirt and Larson. Nays: None. Motion carried.**

LIBRARIAN'S REPORT:

Highlights provided by the Director:

- Upcoming special events include Friends Movie Night, "The Peanut Butter Falcon" on April 19, at 6:30 p.m.; Crafternoon, "Book Page Folding" on April 28, at 4:00 p.m.; and Family Literacy Night on May 12, at 5:30 p.m.
- The Director provided a picture of the new solar tables on order. She will contact State Farm regarding upping our insurance, if need be.
- The staff met on April 11th for a training session at which time they also discussed suggestions for the Strategic Plan and how to deal with problem/threatening patrons. Director would like to install several security cameras inside the Library for staff safety.
- The Director sees a need to make some changes to our Acceptable Use Policy with regard to charges for scanning and copying and additional language pertaining to our Library of Things. The Policy Committee will meet to discuss and make recommendations.

*A complete Librarian's Report is available at the Library.*

COMMITTEE REPORTS: None

OLD BUSINESS: The Director provided updated copies of proposed action steps for our Strategic Plan, which includes staff input. Hirt will email the “next steps” to the Strategic Plan Committee prior to their meeting in early May.

NEW BUSINESS: The Director reported that the PrinterOn subscription price of \$1,190 was \$300.00 more than the original quote. **Motion by Bennett, second by Luke to accept the expense of \$1,190 for the PrinterOn subscription. Roll Call: Ayes: Bennett, Edens, Luke, Hirt, and Larson. Nays: None. Motion carried.**

CORRESPONDENCE: None

GRANTS, MEMORIALS, & DONATIONS: None

UPDATES & REMINDERS: For those Trustees who are check signers, please inform the Director when you will not be in town. Bennett will not be at the June Board meeting.

TRUSTEE COMMENTS: None

PUBLIC COMMENTS: Carla Bart commented on the merits of security cameras inside the Library and asked for more information on the Library’s materials selection policy.

MEETING ADJOURNMENT: **Motion by Bennett, second by Larson to adjourn the meeting at 11:23 a.m. Motion carried.**

NEXT MEETING: Friday, May 20, 2022 at 10:00 a.m.

Respectfully submitted,

Susan Larson, Secretary

Approved: