

BELLAIRE PUBLIC LIBRARY
SPECIAL MEETING OF THE BOARD OF TRUSTEES
AT: 111 SOUTH BRIDGE STREET, BELLAIRE, MI
Date: August 16, 2024
MINUTES

TRUSTEES ATTENDING: Diane Bennett, Mary Edens, Don Hirt, Sue Holtzmann, Sydney Luke, Director Tom Shilts.

TRUSTEE EXCUSED ABSENCE: Lee Kerr

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

PUBLIC COMMENTS: none

APPROVAL OF AGENDA: **Motion by Luke, second by Holtzmann to approve the August 16th agenda. Ayes: Bennett, Edens, Hirt, Holtzmann, Luke. Nays: None. Motion carried.**

APPROVAL OF MINUTES: **Motion by Bennett, second by Edens to approve the regular July meeting minutes of the Board. Motion carried.**

FINANCIAL REPORT: Financial Report for July 2024 was presented. As of July 31 there is \$500,378.00 in checking and savings with additional accounts we have total assets of \$515,378.00. Adding current Liabilities and Equity there was a total of \$515,378.00. **Motion by Luke, second by Holtzmann to accept the July financial report. Motion carried.**

LIBRARIAN'S REPORT: Highlights from Director Shilts include slight decrease in usage because of change in calculating online presence and small dip in circulation for July.

- Programs:
 - Summer Reading Program came to a finish with program coordinating with Antrim Conservation District.
 - Weekly programs include Preschool Storytime with Miss Diane, Spanish Speaking Cohort and Tech Tuesdays with Gabe, Kids Reading to Dogs, Teen Hangout, Knitting.
 - Monthly programs include Book Clubs: Page Turners, Nature Book Club, Last Tuesday Book Club, Homeschool Discoveries
 - Art and Text Panels from Antrim Writer's Series moving to Elk Rapids library.
 - New programming starting in fall
- **Grants:** LTC funds continue to be used for equipment for patrons with physical challenges.
- Other:
 - Booth at Antrim County Fair had several opportunities for outreach and coordination possibilities with other groups.
 - Friends of Library Book Sale for Friday August 16th.
 - Director and staff attending MMLL, and MLA zoom and in person training and sharing of information.

COMMITTEE REPORTS:

Policy Committee:

“Public Library Trustee Ethics Statement” added to manuals

Financial Committee: Amended Budget 2024 and proposed 2025 budget presented.

OLD BUSINESS: Free Little Library in Emma’s Way alley completed.

CORRESPONDENCE:none.

NEW BUSINESS:

- **Policy Committee Recommendations: Motion by Holtz, second by Luke to accept the policy revisions for Ethics section Z8 presented by the Policy Committee. Ayes: Bennett, Edens, Hirt, Holtzmann, Luke. Nays: None. Motion carried.**
- **Financial Committee: Motion by Holtz, second by Luke to accept the amended Budget for 2024 as presented by the financial committee.**

GRANTS, MEMORIALS & DONATIONS: none

UPDATES AND REMINDERS:

Mid Michigan Library League Meeting

TRUSTEE COMMENTS:none

PUBLIC COMMENTS: none

MEETING ADJOURNMENT: **Motion Luke, second by Holtzmann to adjourn meeting at 11:58am. Motion carried.**

NEXT MEETING: September 16, 2024.

Respectfully submitted, Diane Bennett, Secretary

Approved

09/16/2024