

BELLAIRE PUBLIC LIBRARY  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
AT: 111 SOUTH BRIDGE STREET, BELLAIRE, MI  
Date: Friday January 10, 2025  
MINUTES

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

TRUSTEE EXCUSED ABSENCE: none

CALL TO ORDER: President Edens called the meeting to order at 10:35 am

PUBLIC COMMENTS: none

APPROVAL OF AGENDA: **Motion by Kerr, second by Holtzmann to approve the agenda. Motion carried.**

APPROVAL OF MINUTES: **Motion by Kerr, second by Holtzmann to approve the amended regular December meeting minutes of the Board. Motion carried.**

FINANCIAL REPORT: Financial Report for December 2024 was presented. As of December 31 there is \$80,587.71 in checking with additional accounts we have total assets of \$461,533.82. Adding current Liabilities and Equity there was a total of \$461,533.82. Overall income for 2024 is 123.2% above the 2024 budget of \$158,610 and expenses are 115.4% above the 2024 budget of \$158,610. **Motion by Luke, second by Holtzmann to accept the December financial report. Motion carried.**

LIBRARIAN'S REPORT: Highlights from Director Shilts include increase in usage because library programs were well attended and a small dip in circulation.

- Several successful programs occurred during the month.
- Revision of policy and procedures for library cards for minors are referred to policy committee for review.
- Additional points are included in the December Librarian's Report.

COMMITTEE REPORTS:

- Finance Committee: none
- Policy Committee: Meeting minutes for policy committee meeting on January 15th to discuss sick time, minor library cards and lending library.

OLD BUSINESS: Discuss Michigan Earned Sick Time Act sent to policy committee.

NEW BUSINESS: Review of Policy on Hotspot circulation.

CORRESPONDENCE: none

GRANTS, MEMORIALS & DONATIONS: **Motion by Holtzmann, second by Kerr to accept the donation of \$100 from Don Hirt and \$25 from Barbara Haller for Memorial for Irene Jean Schoof. Motion carried.**

UPDATES AND REMINDERS:none

TRUSTEE COMMENTS:none

PUBLIC COMMENTS: none

MEETING ADJOURNMENT: **Motion Holtzmann, second by Hirt to adjourn meeting at 11:32 am. Motion carried.**

NEXT MEETING:February 21, 2025.

Respectfully submitted, Diane Bennett, Secretary

Approved

2/25/2025