

BELLAIRE PUBLIC LIBRARY  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
AT: 111 SOUTH BRIDGE STREET, BELLAIRE, MI  
Date: Friday June 13, 2025  
MINUTES

TRUSTEES ATTENDING: Diane Bennett, Mary Edens, Don Hirt, Sue Holtzmann, Lee Kerr, Sydney Luke, Director Tom Shilts.  
EXCUSED ABSENCE: none

CALL TO ORDER: President Edens called the meeting to order at 9:30 am

PUBLIC COMMENTS: none

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

APPROVAL OF MINUTES: **Motion by Holtzmann, second by Luke to approve the May 16, 2025 regular meeting minutes of the Board. Motion carried.**

FINANCIAL REPORT: Financial Report for May 2025 presented. Balance Sheet: As of May 31 there were total assets of \$549,732.73 There was \$549,732.73 in Total Liabilities and Equity. Income in May was \$12,284.51. Total expenses in March was \$14,837.03 and total net income for the month of - \$ 5,552.52. Both CDs mature on June 20th . **Motion by Kerr, second by Holtzmann to approve the May Financial report. Motion carried.**

LIBRARIAN'S REPORT: Shilts reports an increase in usage and circulation for the month of May. Summer reading programs and events are well attended. Grants from Dollar General and Pilcrow Foundation to be used this month for programing and Juvenile nonfiction collection. See Director report for more details. Check website for updates on events and library news.

COMMITTEE REPORTS:

- Finance Committee: none
- Policy Committee- none

OLD BUSINESS:

Volunteer /Friends/Community support recognition recap from May 19th. Plans to make an organized data base of people and businesses with contact information for next year.

NEW BUSINESS:

CD renewals options discussed.

- **Motion by Kerr, second by Holtzmann to approve Lake Michigan Credit Union CD of \$207,859.53 for 18 months at a rate of 4.00%.**
- **Motion carried. Motion by Holtzmann second by Luke to approve Huntington Bank CD for \$108,573.42 for 12 months at a rate of 3.4% and another for \$51,845.50 for 4 months at a rate of 3.5%. Motion carried.**

Privacy Booth proposals presented. Hoping to apply for a grant from 100 Women for funding later this fall.

CORRESPONDENCE: Letter and donation from Roger William Covert in memory of Jean Schoof.

GRANTS, MEMORIALS & DONATIONS: **Motion by Kerr, second by Holtzmann to accept \$1,900 grant from Dollar General. Motion carried.**

**Motion by Kerr, second by Holtzmann to accept memorials and donations: \$100 from Roger Covert for Irene Schoof, \$20 from Catherine Frost for Irene Schoof, \$200 from Lynn Fisher, \$100 from Carol Love for Children Book Project. Motion carried.**

UPDATES AND REMINDERS: MEL numbers to interlibrary loan cut .

TRUSTEE COMMENTS: Appreciation for Sydney Luke and her many contributions as she leaves the Bellaire Library Board board after the June monthly meeting. Vacancy requires a Forest Home Candidate to take her place.  
Strategic Plan to be revisited this coming year.

PUBLIC COMMENTS: none

MEETING ADJOURNMENT: **Motion Kerr, second by Luke to adjourn meeting at 11:20 am. Motion carried.**

NEXT MEETING: July 25, 2025.

Respectfully submitted, Diane Bennett, Secretary  
Approved  
7/25/2025