

BELLAIRE PUBLIC LIBRARY
MONTHLY MEETING OF THE BOARD OF TRUSTEES
AT: 111 SOUTH BRIDGE STREET, BELLAIRE, MI
JUNE 17, 2022

MINUTES

TRUSTEES ATTENDING: Mary Edens, Don Hirt, Lee Kerr, Susan Larson, Sydney Luke and Director Cindi Place

TRUSTEE EXCUSED ABSENCE: Diane Bennett

CALL TO ORDER: President Edens called the meeting to order at 10:09 a.m.

PUBLIC COMMENTS: None

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

MINUTES: **Motion by Kerr, second by Luke to approve the May 20, 2022 meeting minutes of the Board as presented. Motion carried.**

FINANCIAL REPORT: As of May 1, there was \$108,547.19 in the checking account. After adding income, payroll liability, and deducting expenses, there was a total of \$94,305.19 in the checking account on May 31, 2022. Adding the checking balance to CD, MMIA, and Prime Share accounts, we have a total of \$516,302.41. **Motion by Larson, second by Hirt to approve the May 2022 financial report, as presented. Roll Call: Ayes: Edens, Kerr, Luke, Hirt and Larson. Nays: None. Motion carried.** Beginning with the next Board meeting in July 2022, the Director will provide a year-to-date rather than a monthly profit and loss statement for Trustees.

LIBRARIAN'S REPORT:

Highlights provided by the Director:

- The Summer Reading Program (SRP) 2022 Kick-off, *Mad Science of Detroit*, held on June 16 at the Bellaire Elementary School was a huge success with 195 students and 15 adults attending. This was a collaborative effort between the school and the Library and given the attendance it was tentatively agreed that future SRP kick-offs be held at the school.
- Mermaid Storytime is scheduled for July 7 at 1:00 p.m. at Richardi Park beach. Approximately ten volunteers are needed; Kerr will contact the Antrim Women's Alliance for possible assistance.
- The confirmed delivery date of the solar hub tables is no later than the last week of July. Lots of promotion is planned along with a grand unveiling once they are installed.
- The Director has applied for a \$4,000 grant from AT&T for a digital library program.

Notification is expected by July.

- Seth Gernot will be available periodically to complete some handy-man projects; i.e., installing our indoor and outdoor security cameras, putting together our 3D printer cart and installing a Nature Loom outside.

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

COMMITTEE REPORTS: The Policy Committee will meet to look at our current Volunteer Policy, date and time to be determined.

OLD BUSINESS: The Strategic Planning Committee met on June 17, 2022 to complete a review of the draft of the Strategic Action Plan for 2022-2026 prepared by the Director with staff input. The Committee will review the draft one more time before the Director forwards it to all Trustees. Trustees should review and come prepared to discuss it at the meeting on July 15, at 9:00 a.m. The regular Board meeting will follow at 10:30 a.m.

NEW BUSINESS: In light of the role that grants can play and have played in the Library's ability to provide and expand programming for the community, Edens and the Director suggested the Board consider adopting a grants policy. The Director will research grant policies held by other libraries and forward them to the Finance Committee to study.

CORRESPONDENCE: None

GRANTS, MEMORIALS, & DONATIONS: **Motion by Kerr, second by Luke to accept grants and donations received since May 2022 and approve purchases with these funds. Motion carried.**

UPDATES & REMINDERS: A Trustee Roundtable will be held at the Petoskey District Library, July 14, 2022 at 1:00 p.m. Edens, Kerr, and Larson will attend. The Board meeting to discuss the draft of the Strategic Plan 2022-2026 is scheduled for July 15, 2022 at 9:00 a.m., followed by the regular monthly Board meeting.

TRUSTEE COMMENTS: None

PUBLIC COMMENTS: None

MEETING ADJOURNMENT: **Motion by Hirt, second by Larson to adjourn the meeting at 11:00 a.m. Motion carried.**

NEXT MEETING: Friday, July 15, 2022 at 10:30 a.m.

Respectfully submitted,
Susan Larson, Secretary
Approved:

