

BELLAIRE PUBLIC LIBRARY
MONTHLY MEETING OF THE BOARD OF TRUSTEES
AT: 111 SOUTH BRIDGE STREET, BELLAIRE, MI
OCTOBER 16, 2020

MINUTES

TRUSTEES ATTENDING: Diane Bennett, Mary Edens, Debbie Truckey, Michelle Valuet, Susan Larson, and Director Cindi Place

TRUSTEE EXCUSED ABSENCE: None

CALL TO ORDER: President Edens called the meeting to order at 10:05 a.m.

PUBLIC COMMENTS: President Edens introduced Don Hirt and Lee Kerr as prospective Board members from Kearney Township.

MINUTES: **Motion by Valuet, second by Truckey to approve the September 18, 2020 minutes from the Annual Budget Hearing *with minor corrections*. Motion carried. Motion by Valuet, second by Truckey to approve the September 18, 2020 Board minutes *with minor corrections*. Motion carried.**

TREASURER'S REPORT: As of September 1, 2020, we had \$2,763 in the checking account. After adding income, payroll liability, deducting expenses there was a total of \$16,245 in the checking account on September 30, 2020. Adding the checking balance to CD's, and MMIA, Prime Share Account, we have a total of \$450,946. **Motion by Bennett, second by Larson to accept the Treasurer's report as presented. Motion carried.** Treasurer Valuet noted that the interest earned on the Alden Bank CD was \$3,421.48, \$5.00 of which was used to open the Lake Michigan Credit Union savings account. The balance was deposited in the Huntington Bank Checking Account.

LIBRARIAN'S REPORT: The Director noted that thanks to protocols put in place in July 2020 for Covid-19, the library was able to respond quickly to a recent case of possible exposure to Covid-19 by a staff member. After contacting all patrons and staff who may have been exposed and with negative test results for all staff, the library was able to reopen following a week of closure. Usage and circulation are up from last month. The Director highlighted current programs, including the monthly Family Craft Kits, Adult Card-of-the-month kits, Norte/Bellaire Public Library (BPL) Bike Library, & Ready-to-go Backpacks, which have been very popular. Square is up and running; the staff is happy to show anyone how it works. BPL logo mugs are selling for \$5 each. The State budget for 2021 has been approved and included an additional

\$1,000,000 funding for libraries. Special kudos to the staff which has worked tirelessly to continue to make the Library a friendly and welcoming place. *A complete Librarian's Report is available at the Library.*

COMMITTEES: None

OLD BUSINESS:

- The search for new Board trustees continues. Vacancy notices have been posted on the Library website and Edens has reached out to various individuals and groups.
- Valuet noted that our CD with Huntington Bank matures October 30, 2020, and she will need to take action as new rates are posted. Our CD at Lake Michigan Credit Union will mature in December 2021; it will automatically go into our Share Account unless we take other action at that time.

NEW BUSINESS:

- Valuet reviewed the current signers on our bank accounts (Huntington, 4Front, and Lake Michigan Credit Union) and the need to update the list of signers to reflect current Board members holding office. Officers, currently not listed as signers were asked to go into these financial institutions to make the necessary change. The Director will add a review of signers to the yearly agenda to make sure we remain current.
- The Director has two bids for snow removal this year and will make a decision based on cost and services offered,

UPDATES & REMINDERS: None

PUBLIC COMMENTS: None

TRUSTEE COMMENTS: The Director and Edens visited several Mid-Michigan Library League libraries on October 7, 2020 and noted that while our library occupied a smaller space, we are doing so much more.

MEETING ADJOURNMENT: Meeting was adjourned by President Edens at 11:00 a.m.

NEXT MEETING: Friday, November 20, 2020 at 10:00 a.m.

Respectfully submitted,
Susan Larson, Secretary
Approved: 11/20/20

