

MINUTES OF SEPTEMBER 17, 2018, REGULAR MEETING
BENZIE SHORES DISTRICT LIBRARY BOARD

The meeting was called to order at 9:30 AM by at the BSDL.

Present: Trustees – Jon Armstrong, Ginny Freeman, Jon Hawley, Jim Larsen, Pam Radabaugh, and Jennie Schmitt; Stacy Pasche, Library Director.

Absent: Trustee, Brian Johnson.

Approval of Agenda: Motion by Jennie Schmitt/Jim Larsen to approve the agenda as written. Motion carried.

Public Input: None

Approval of Minutes: Motion by Jon Hawley/Pam Radabaugh to approve the minutes of the August 20, 2018, board meeting as written. Motion carried.

Treasurer's Report: The May (fiscal year 2017-2018) state aid payment was missed and was then paid in August (fiscal year 2018-2019). Motion by Ginny Freeman/Jennie Schmitt to approve the treasurer's report as presented. Motion carried.

Approval of Monthly Bills: Motion by Jennie Schmitt/Pam Radabaugh to authorize the August disbursements as listed and attached. Motion carried.

Library Director's Report: Stacy Pasche reported on the month of August. There was discussion about the proposed City "resource center" and about TruGreen.

Committee Reports: None

Business:

1. Strategic Planning Discussion – The decision was made to ask Sheryl Mase of the MMLL to moderate our strategic planning session focusing on our need for a library advocacy campaign. We will meet at the Frankfort Hotel on Monday, November 12th, at 9 AM for a quick board meeting prior to the planning session which begins at 9:30 AM.
2. Friends of the Library Updates – see director's report
3. Dehumidifier and Water Heater – Motion by Jon Armstrong/Jennie Schmitt to approve the spending of up to \$2,000 on a commercial grade dehumidifier. Motion carried. We will wait on the water heater.
4. Audit Date – The auditor will come at 10 AM on October 16th.
5. Bookkeeping Updates – Stacy looked into the possibility of switching bookkeepers in order to move ahead with direct deposit, and she decided to stick with Karen Dennis and not use direct deposit at this time. Motion by Pam Radabaugh/Jennie Schmitt that payroll and bills be paid every two weeks beginning Oct. 1st, 2018. Motion carried. Pam will let Karen Dennis know.

The meeting adjourned at 10:38 AM.

Respectfully submitted,
Ginny Freeman, Secretary