

Bridgman Public Library
Board Meeting Minutes
June 27, 2017 8:30 A.M.

Call to Order: 8:35 A.M.

Present: Board Members: Crocker, Hill, Janoskey, John, Kuypers, Siewert and Wilk. Noll excused.
Staff: Evans

Guests: Judith Ray, President, Friends of the Library

Public Comment: None.

Friends of the Library: Ray reported that she and Marlene Kuypers were interviewed on WSJM about the upcoming Friends of the Library Book Sale. The Friends are planning to hold a dance at the beach house this fall.

Committee Updates: Personnel and Policy Committee: Janoskey reported that the committee discussed personnel changes at our partner library in Lincoln Township, reviewed the Collection Development Policy, and two staff job descriptions. **Finance Committee Report:** John reported that the committee is continuing to review the Investment Policy and plan for the CDs maturing in the fall.

Lake Township Report: Wilk reported on Lake Township's June 20th meeting.

Director's Report: Evans reported an incident of the building being left unsecured.

Approval of Minutes: Huff moved to approve the minutes of the May 23 meeting, second by Kuypers. Motion carried. Huff moved to approve the minutes of the June 13 special meeting, second by Janoskey. Motion carried.

Treasurer's Report: John reviewed the financial statements. Revenue is expected to exceed expenses at the close of the fiscal year.

Discussion Items: The Board discussed using recent memorial donations for a specific library need. Evans was asked to present a proposal for the purchase of new furniture in the children's areas using memorial funds.

Action Items: Bills Wilk moved to pay the bills in the amount of \$31,538.77, second by Siewert. Motion carried. **2016-17 Budget** Huff moved to amend the budget as presented, second by Kuypers. Motion carried. **Commit Funds** Huff moved to commit \$10,000 to the expenses listed on the Facilities Replacement and Maintenance Schedule, second by Kuypers. Motion carried. **2017-18 Budget** Siewert moved to accept the 2017-18 Budget, second by Crocker. Motion carried. **Strategic Plan Proposal** Huff moved to accept the proposal from Library Strategies including the implementation plan, second by John. Motion carried.

Communication and Correspondence: The City sent a notice advising that work is being done on the sewer system.

For the Good of the Library/Board Training: None.

Time of Adjournment: Hill adjourned the meeting at 9:22 A.M. The next meeting will be held on July 25th at 8:30 A.M.

Respectfully submitted by
Gretchen Evans

Approved by the Secretary: Carol Ann Stewart Date: 7-25-17