

**Bridgman Public Library
Board Minutes
July 23, 2024 - 9:00 A.M.**

Meeting Called to Order: 9:13 A.M. by Fuller

Roll Call:

- **Present:** Fuller, Kole, Janoskey, Wilk, Worcester
- **Excused:** Valauskas, Collins, Noll

Staff: Skinner, Abele

Agenda Revisions: Motion made by Wilk to accept the agenda as written. Motion seconded by Janoskey. Motion carried.

Guests: J. Bernstein – Friends of the Library, President

Public Comments: None

Friends of the Library (FoBPL):

- The Friends had 74 people join or renew their membership. Notes will be sent to previous members reminding them to renew.
- \$961 was made at the recent book sale. Plus, an additional \$60 in donations. Free book day on the Monday after the sale was a success. It reduced the amount of books leftover by half.
- The Friends donated \$300 to the popular Little Explorer Program. Fund will be used for additional supplies.

Committee Reports:

- **Personnel and Policy Committee:**
 - Skinner hired S. Dresden to work the circulation desk.
- **Facilities Committee:**
 - The garden water leak has been repaired for under the budgeted amount of \$2,000.
- **Finance Committee/Treasurer Report:**
 - Reviewed reports. The library came in under budget for the 2023-2024 fiscal year despite capital expenditures being a bit higher due to lighting repairs.
 - Motion made by Fuller to accept the Treasurer Report as written. Motion seconded by Kole. Motion carried.

Director's Report: Skinner highlighted several items from her written report:

- The annual Halloween Party has been scheduled for October 10 from 5pm – 7pm. Board members are invited to participate.
- Summer reading is underway. 291 community members are participating and over 600 reading hours have been reported so far.

- The End of Summer BBQ will take place on August 10 from 11am – 2pm. Board members were also invited to attend this event which will take place at Toth Street Park.

Intellectual Freedom: *Intellectual freedom is the right of library users to read, seek information, and speak freely as guaranteed by the First Amendment.* Skinner highlighted several examples from her report.

Approval of Board Meeting Minutes: Motion made by Wilk to approve the June 2024 Board Meeting Minutes and the June 2024 Public Budget Hearing minutes as written. Motion seconded by Janoskey. Motion carried.

Discussion Items:

- **Process of approval of checks over \$1500:** Checks over \$1500 requires two Executive Committee members to approve by completing and submitting the Google Form to Skinner.
- **Draft of updated by-laws:** Discussion tabled until more revisions are discussed and Chikaming Twp gives an official answer regarding the appointment of a resident to serve as a library board member.
- **Decker insurance renewal:** Inflation increased the library's insurance cost by 8%. There are several things that could be done to reduce that cost, if deemed necessary. This includes setting limits on coverage and changing deductibles.
- **Maintenance of wooden bench near the front door and the memorial stone near flagpole:** Skinner is seeking a possible volunteer to help with these projects. However, if that is unsuccessful, she will contact M. Roth, the library's handyman.

Action Items:

- **Approval of June 2024 Bills:** Motion made by Wilk to approve payment of June 2024 bills totaling \$29,584.89. Motion seconded by Worcester. Motion carried.
- **Approval of Finance By-Laws:** Tabled pending further discussions.

Communications/Correspondence/Comments: Skinner reported receiving a message from an upset patron. The patron was not happy about Nerf Nite taking place in the library while she was trying to make photocopies. Staff is looking into different options in order to be more considerate of folks making use of normal library services during such events.

Regular Meeting adjourned: Motion made by Worcester to adjourn the meeting at 10:18 A.M. Motion seconded by Janoskey. Motion carried.

Next Meeting: August 27, 2024 - 9:00 A.M. at the library.

Respectfully submitted by:

Sarah Skinner, Director

Approved by the Secretary:



Date:

