



## South Haven Memorial Library February 8, 2022 Minutes

### Members:

Lois Howard–President  
Jean Stein –Vice President  
Marilyn Bertorelli –Treasurer  
Marge Lampe -Secretary

Ida Sledge – Trustee  
Liz Smith -Trustee  
Elaine Shumaker- Trustee

### (Meeting held at South Haven Township Hall due to Construction Project)

Also Present: Elaine Fluck, and James France, Director

**Call to order:** The meeting was called to order by president, L Howard at 7:03 p.m.

**Approval of minutes for meeting on January 11, 2022:** Motion for approval by J. Stein supported by I. Sledge; motion carried. A copy will be sent to city council.

**Approval of agenda for February 8, 2022:** Motion for approval by M. Lampe supported by L. Smith; motion carried.

**Public Comments:** None

**Treasurer's report:** Operations-**Total income:** \$4,881.94, **Total expenses:** \$31,631.42, **Vendors' bills** totaled \$53,616.10 for the month. Motion to pay vendor bills by J. Stein supported by L. Smith. Motion carried.

M. Bertorelli reported that Sturgis Bank offers a Money Market account at 0.25% and an 11-month CD option at 0.30% as deposit options for the recent estate gift from Jack Cook. Other local banks offered no better. Motion to approve deposit to Sturgis Bank to the Money Market account by J. Stein supported by L. Smith; motion carried. M. Bertorelli states that deposit will be made once directions are in approved minutes.

### **Committee Appointments:**

- Budget Committee: J. Stein, L. Howard, M. Bertorelli. Work will be done to both review current budget for adjustments as well as to develop the next fiscal year budget.
- Evaluation Review Committee: L. Howard, I. Sledge plan to present at April's meeting.

### **Director's Report:**

- Overdrive checkouts-856, MEL, Loaned 0
- J. France reports that most of the books have been moved and are now shelved in the library. This will be accomplished by the end of the week. Reference materials are the only items still at the temporary location.
- Countertops for the front desk have not been delivered but are anticipated at the end of the week. Once installed, computers and phone system will be scheduled for installation. Until this is complete, the library cannot function.
- Curbside service is scheduled to begin February 21. Requests can be made via email or phone provided these services are installed. Phone system is dependent on computer system. Curbside service will be available from 11am – 3pm Monday through Friday.
- J. France taped an interview for COSY that will air Friday, February 11.

**Correspondence:** None

**Old Business:** See Budget Committee assignments above.

**New Business:** None

### **Board Comments:**

- L. Smith notes that she will be absent at next month's meeting.
- J. France reports that an employee Kayla) fell on ice and broke her arm. She will be out for at least a week.

**Adjournment:** Motion to adjourn by L. Howard supported by M. Lampe. Meeting adjourned at 7:25 PM.

**Next regular meeting: March 8, 2022 – 7:00 PM location to be determined**

**Respectfully submitted,  
Margery Lampe, Secretary**