

MINUTES OF JULY 19, 2021, REGULAR MEETING
BENZIE SHORES DISTRICT LIBRARY BOARD

The meeting was called to order at the BSDL at 9:00 AM by Jon Armstrong.

Present: Trustees, Jon Armstrong, Ginny Freeman, Jim Larsen, Pam Radabaugh, Jennie Schmitt, and Jon Hawley; Library Director, Stacy Pasche; Steve Steimel of Apex Engineering, Construction Manager, and Brittany Steimel, Project Engineer. Absent: Brian Johnson, Trustee. Approval of Agenda: **Motion** by Jim Larsen/Jon Hawley to approve the agenda amended by moving Building Project Updates to follow Approval of Agenda. Motion carried, unanimous.

Old Business:

Building Project Updates with Steve Steimel and Brittany Steimel - Brick work is being started this week. Steve is working on obtaining a new permit from the County. We should know in the next ten days what the updated projected costs will be, how much over the original estimates. The reassignment of contracts and the new contracts (ones that did not exist before) with vendors will be sent to Stacy. Steve had good things to say about the framer, Sean, and the extra work he has done.

Public Input: None

Approval of Minutes: **Motion** by Pam Radabaugh/Jim Larsen to approve the minutes for June 21, 2021, as written. Motion carried, unanimous.

Treasurer's Report: **Motion** by Ginny Free Freeman/Jennie Schmitt to approve the June treasurer's report as presented. Motion carried, unanimous.

Approval of Monthly Bills: **Motion** by Pam Radabaugh/Jim Larsen to authorize the June disbursements as listed and attached. Motion carried, unanimous.

Library Director's Report: Stacy Pasche reported on June. The decision has been made to close the library for both September 10th and 11th, the Friday and Saturday of the weekend of the Ironman Race in Frankfort. The date for our next strategic planning session is yet to be determined. We will hold an open house for our new addition (planned by the Friends of the Library) will be next spring rather than this fall.

New Business:

1. Election of Officers - **Motion** by Jon Hawley/Jim Larsen to re-elect the same slate of officers for the coming year: President, Jon Armstrong; Vice-president, Jennie Schmitt; Treasurer, Pam Radabaugh; Secretary, Ginny Freeman. Motion carried, unanimous.
2. Set Annual Board Meeting Calendar - **Motion** by Pam Radabaugh/Jon Hawley to continue to hold our monthly board meetings at 9 AM the third Monday of each month. Motion carried, unanimous.
3. Internet Access and Use Policy - **Motion** by Jennie Schmitt/Jim Larsen to approve the Internet Access and Use Policy as presented. See attached copy. Motion carried, unanimous.
4. Collection Development Policy - **Motion** by Pam Radabaugh/Jennie Schmitt to approve the Collection Development Policy as presented. See attached copy. Motion carried, unanimous.

The meeting was adjourned at 9:52 AM.

Respectfully submitted,
Ginny Freeman, Secretary