

MINUTES OF SEPTEMBER 20, 2021, REGULAR MEETING
BENZIE SHORES DISTRICT LIBRARY BOARD

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

Present: Trustees, Pam Radabaugh, Jon Armstrong, Jon Hawley, Brian Johnson, Ginny Freeman, Jim Larsen, and Jennie Schmitt (arrived at 9:05); Library Director, Stacy Pasche; Steve Steimel of Apex Engineering (left at 9:10). Absent: None

Approval of Agenda: **Motion** by Jon Hawley/Jim Larsen to approve the agenda with moving Building Project Updates to follow Public Input. Motion carried, unanimous.

Public Input: None

Old Business: Building Project Update - Steve Steimel's update - Jim Larsen has put up plastic over the window openings. A fresh air intake has been added; insulation installation is complete and has been inspected; drywall installation will begin this week; exterior glazing has been submitted and is scheduled for the week of October 11th; Sean should be installing plywood on the soffits soon; the Library will shut down for the remodeling in the interior of the original building; no target date for completion has been set.

Approval of Minutes: **Motion** by Pam Radabaugh/Brian Johnson to approve the minutes for the August 16, 2021 board meeting. Motion carried, unanimous.

Treasurer's Report: **Motion** by Brian Johnson/Jim Larsen to approve the treasurer's report as presented. Motion carried, unanimous. Stacy will check with Karen about the budget figures which were not correct on her income and expense form.

Approval of Monthly Bills: **Motion** by Pam Radabaugh/Brian Johnson to authorize the August disbursements as listed and attached. Motion carried, unanimous.

Library Director's Report: Stacy reported on the month of August and updated us on a recent patron incident. She also suggested raising Kaitlin's salary, citing "peer" libraries, ones with similar operating budgets, and all the positive aspects of Kaitlin's work. **Motion** by Pam Radabaugh/Jennie Schmitt to increase Kaitlin Matesich's salary by 12% effective immediately. Motion carried, unanimous.

Committee Reports - None

New Business:

1. Discussion regarding outdoor time/temp sign donation - We decided we are not interested in having an outdoor sign showing the time and temperature, so we will decline that prospective donation, perhaps suggesting an alternative. The intersection has too many distractions already.
2. Budget Amendments - postpone to October
3. Jennie Schmitt shared a patron's concerns about unisex bathrooms, the increased cost of copies, and the limits on computer time.

The meeting was adjourned at 9:52 AM.

Respectfully submitted,
Ginny Freeman, Secretary

