

BENZIE SHORES DISTRICT LIBRARY BOARD
MINUTES OF NOVEMBER 13, 2024, REGULAR MEETING

The meeting was called to order at 9:02AM by Jennie Schmitt at the BSDL.

Present: Trustees, Ginny Freeman, Claudia Bailey, Brian Johnson, Jon Hawley, Laura Reznich, and Jennie Schmitt; Stacy Pasche, Library Director

Absent: Jim Larsen, Trustee

Approval of Agenda: Motion by Jon Hawley/Brian Johnson to approve the agenda as presented. Motion carried, unanimous.

Public Input: None

Approval of Minutes: Motion by Laura Reznich/Claudia Bailey to approve the minutes of the September 11, 2024, board meeting as written. Motion carried, unanimous. There was no October board meeting.

Treasurer's Report: Motion by Brian Johnson/Claudia Bailey to approve the October 31, 2024, treasurer's report as presented. Motion carried, unanimous.

Approval of Monthly Bills: Motion by Brian Johnson/Laura Reznich to authorize the September disbursements as listed and attached to the minutes. Motion carried, unanimous. **Motion** by Laura Reznich/Claudia Bailey to authorize the October disbursements as listed and attached to the minutes. Motion carried, unanimous. In the future Stacy will include a copy of the American Express and Amazon bills, so we can see the breakdown.

Library Director's Report: Stacy reported on September and October. See attached report.

Committee Reports: None

Old Business:

1. Strategic Plan updates - Confirmation that we will have an all-day strategic planning session with Cathy Meyer-Looze held at the BSDL on Wednesday, December 4th beginning at 9 AM. In preparation for strategic planning Stacy provided the board with copies of the survey results, and we discussed adult programming.

New Business:

1. Energy Audit Proposal - **Motion** by Brian Johnson/Laura Reznich to approve the Keen Energy audit proposal (attached). Motion carried, unanimous.
2. Payroll/Bookkeeping Proposal - Our longtime bookkeeper, Karen Dennis will no longer be providing payroll services after December, 2024, so we are searching for a new bookkeeper. At our December meeting Stacy will have proposals for us to consider.
3. Set 2024-2025 Holiday Hours - **Motion** by Brian Johnson/Laura Reznich to change the BSDL's holiday hours as listed. Motion carried, unanimous. Basically this is closing earlier on the Mondays before Christmas and New Years.
4. Jennie Schmitt shared ideas from her visit to the Cadillac Library, particularly regarding pods.

The meeting was adjourned at 10:07 AM.

Respectfully submitted, Ginny Freeman, Secretary