

MINUTES OF MARCH 15, 2021, REGULAR MEETING
BENZIE SHORES DISTRICT LIBRARY BOARD

The Zoom meeting was called to order at 9:30 AM by Jon Armstrong.

Present: Trustees attending remotely, Jon Armstrong (Frankfort, home), Ginny Freeman (Blaine Township, home), Jon Hawley (Frankfort, home), Jim Larsen (Watervale, work), Pam Radabaugh (Lake Township, home), and Brian Johnson (Gilmore Township, home); Library Director, Stacy Pasche at BSDL.

Absent: Jennie Schmitt, Trustee; Brad Warren, Building Project Manager

Approval of Agenda: **Motion** by Jon Hawley/Pam Radabaugh to approve the agenda as written. Motion carried, unanimous.

Public Input: None

Approval of Minutes: **Motion** by Brian Johnson/Jon Hawley to approve the minutes of the February 15, 2021, regular meeting as written. Motion carried, unanimous.

Treasurer's Report: **Motion** by Ginny Freeman/Brian Johnson to approve the treasurer's report as presented. Motion carried, unanimous.

Motion by Pam Radabaugh/Brian Johnson to move \$100,000 from our State Savings Bank account to our West Shore Bank account. Motion carried, unanimous.

Motion by Pam Radabaugh/Jon Hawley to move the funds in the State Savings Bank certificate of deposit to the West Shore Bank when that 90-day CD matures. Motion carried, unanimous. This is in order to keep the amounts in each bank under the \$250,000 FDIC insured amount.

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

Library Director's Report: Stacy Pasche reported on February. See attached report.

We will begin reviewing the Michigan Public Library Trustee Manual 2021 Edition by covering one section at a time at each regular board meeting. Stacy is hoping to return the library to its regular open hours soon, depending on the construction schedule.

Fundraising Committee Report: The total of individual donations under \$1,000 is \$38,450. All grants and large donations have been received. Stacy will be contacting all our major donors to confirm their wishes regarding public acknowledgement.

Old Business:

1. Building Project Updates - The steel structure has been installed and carpenters should start today. Trusses in two weeks.

New Business:

1. Building Fund Request - Brad Warren's billing projections are as follows:

Previous, \$64,900; March, \$40,000; April, \$180,000; May, \$200,000; June, \$200,000; July, \$120,000. Jon Armstrong will communicate with the Friends of the Library regarding when we anticipate needing funds from them.

2. Art Donation - There was discussion regarding someone's donation of a painting.

3. Oliver Art Center Little Free Gallery - We agreed to partner with the OAC by allowing the placement of one of their little free art galleries outside the library.

The meeting was adjourned at 10:17 AM.

Respectfully submitted,

Ginny Freeman, Secretary