

BENZIE SHORES DISTRICT LIBRARY BOARD
MINUTES OF OCTOBER 18, 2021, REGULAR MEETING

The meeting was called to order at 9:03 AM by Jon Armstrong at the BSDL.

Present: Trustees Jon Armstrong, Ginny Freeman, Brian Johnson, and Jennie Schmitt; Stacy Pasche, Library Director; Steve Steimel of Apex Engineering.

Absent: Trustees, Jim Larsen, Jon Hawley, and Pam Radabaugh.

Approval of Agenda: Motion by Ginny Freeman/Jennie Schmitt to approve the agenda as written. Motion carried, unanimous.

Public Input: None

Approval of Minutes: Motion by Jon Armstrong/Brian Johnson to approve two sets of minutes, the regular meeting on Sept. 20, 2021, and the special meeting on Sept. 28, 2021. Motion carried, unanimous.

Old Business:

Building Project Updates with Steve Steimel -

1. We are waiting on some parts for D&W to install before the drywall can be finished.
2. Windows have been delayed again and are expected by the end of October.
3. We have amicably parted ways with carpenter Sean so he can concentrate on his other projects. Eric will be finishing up the carpentry work.
4. The Brad situation - Steve has gone through Brad Warren's financials and has come up with the differences between our payments to him and what he has paid his contractors (see board packet). Brian will draft a demand letter to Brad and copy Steve and Stacy stating the current financial situation and asking that he pay the Library or pay the contractors who are still owed money for their work. There may well be more damage we charge him for later if he does not pay now. Brian may have a processor serve the letter, so we are sure Brad receives it.

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

Approval of Monthly Bills: Motion by Ginny Freeman/Brian Johnson to authorize the September disbursements as listed and attached to the minutes. Motion carried, unanimous.

Library Director's Report: Stacy reported on September. She is encouraging the staff to get COVID booster shots which are now available to them.

Committee Reports:

1. Fundraising committee update - We hit our campaign goal. Now we need to recognize that success and do followup reports to donors. The Friends of the Library appeal letter which is going out soon will focus on membership, not fundraising for the building project.
2. Marilyn Hagen Music Project update - Stacy shared brochures from the company Percussion Play whose instruments we will be ordering for an outside installation in Marilyn's honor. Diane Dieters, Marilyn's daughter, loves them and thinks they are very appropriate.

There was no new business.

The meeting was adjourned at 9:48 AM.

Respectfully submitted,
Ginny Freeman, Secretary