

Bridgman Public Library  
Board Minutes  
August 25, 2020, 9:00 a.m. via Zoom

**Meeting Called to Order:** 9:00 a.m. by Hill

**Present:** Hill, Bogue, Collins, Janoskey, Crocker, Wilk, Valauskas, Kole

**Staff:** Kreps, Hazelgrove

**Agenda Revisions:** None

**Guests:** None

**Public Comment:** None

**Friends of the Library Representative:**

FOL President, J. Bernstein reported on the Friends recent membership drive and the cancellation of usual Friends-sponsored events due to COVID-19. In lieu of the BPL Volunteer and Staff Appreciation Day, The Friends delivered pastry treats to the library staff. The city-wide garage sale has been cancelled for this year and the bookshop will remain closed until the library is in full operation.

**Committee Reports:** There were no committee reports. Hill proposed that Kole fill the vacancy on the Finance Committee; Kole accepted.

**Director's Report:**

Kreps complimented the staff for their commitment to the Library and patrons. Curbside service has been well-received; in-building services are being offered to the public by 30-minute appointment. Appointments can be scheduled for typical (printing/photocopying, faxing, computer usage) services and for browsing the Library collections. The community is responding positively to both formats.

The staff is actively seeking creative ways to serve patrons and engage the community. Kreps described the Library's efforts to expand digital program offerings and meet various community needs. For example laptops are now available for use anywhere on the Library grounds, and 24/7 WIFI access has been extended to cover all Library grounds as well.

**Approval of Minutes:**

A motion was made by Crocker to approve the minutes of the July 28 Board Meeting as presented. Motion seconded by Collins; motion carried.

**Treasurers Report.**

Kreps provided a summary report regarding August financial activity. Wilk inquired about the services provided by JVTR, the Library's contracted accounting firm. Kreps agreed to provide JVTR contact information.

Short and long-term budget projections were discussed. Bogue suggested periodic review of the budget, in view of possible COVID-related impact. Hill reported that the budget will be continually evaluated and can be amended at any time during the current fiscal year if necessary. Kreps reported that the annual audit, conducted by Kruggel-Lawton, is being scheduled, likely in late September.

BRIDGMAN PUBLIC LIBRARY  
JOINT BOARD OF DIRECTORS MEETING MINUTES  
Tuesday, August 25, 2020 9:00 A.M. Via ZOOM  
Minutes approved, September 22, 2020

**Discussion items:** None

**Action Items:**

Bogue made a motion to approve payment of July expenses in the amount \$34,192.66. The motion was seconded by Valauskas. Motion carried.

**Communication and Correspondence:**

Kreps reported that the stored memorial plaque had been located and was being reinstalled.

Hill reminded everyone of the library's status as a legal public entity; it is therefore required to be apolitical. Promoting nor campaigning for individual candidates or issues is permitted on behalf of or in connection with the Library. This is of particular importance during an election season.

**Adjourn:** Meeting adjourned at 9:48 a.m.

**Next Meeting:** September 22, 2020

**Submitted by:**

Dennis Kreps

**Approved by the  
Secretary** \_\_\_\_\_

**Date:** \_\_\_\_\_