

Bridgman Public Library
Regular Board Minutes and Budget Public Meeting
June 23, 2020, 9:00 a.m. Via Zoom

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

Present: Hill, Bogue, Collins, Janoskey, Noll, Crocker, Wilk, Valauskas

Staff: Kreps, Hazelgrove

REGULAR BOARD MEETING MINUTES

Guests: None

Public Comment: None

Revision to agenda: An addition was made under Action Items to approve renewing the Liability Insurance Policy which expires on July 17, 2020.

Friends of the Library: Kreps reported that the Friends are conducting a membership renewal drive.

Committee Reports: Personnel and Policy Committee met on Friday. Reopening Plan(s) and Policy were discussed and supported by the Committee.

Finance Committee: Hill reported that Huff resigned as Treasurer of the board and the Library board effective immediately. Crocker recommended a letter to acknowledge and thank him for his services be sent; all agreed. This vacancy must be filled by a (Bridgman) city representative, and the office (Treasurer) must be filled.

Director's Report: Kreps reported the curb-side service has gotten off to a good start. Holds can be made by phone, email or online. Summer Reading for children, teens and adults is being offered, primarily in digital format. Story time programs are being recorded and made available electronically. Staff have returned to the building, and regular in-house operations are resuming.

Approval of the May 26 Meeting Minutes: Crocker reported one change to the minutes to add her name to the list of attendee's at the meeting. A motion was made to accept the minutes from June 23 with the addition of Crocker's name. Motion carried.

Treasurers Report: Kreps reported on revenue and expenses. Sustainability for the next year is positive but acknowledged the pandemic has created a challenge for the 2020/2021 fiscal year budget.

Discussion Items: None

Action Items:

- Collins motioned to approve payment of the May bills totaling \$23,770.33. The motion was seconded by Bogue; motion carried.
- The Re-opening Plan(s) and Policy, as required by Executive Order were discussed. Collins moved to approve Plan(s) and Policy. Bogue seconded the motion; motion carried.
- Valauskas motioned to approve the renewal of the Liability Insurance Policy as written. Motion seconded by Wilk; Motion carried.
- Hill moved that the Board accept the resignation of Huff from the Library Board. Resignation was accepted.

BOARD MEETING AND PUBLIC HEARING OF THE 2020/2021 LIBRARY FISCAL BUDGET

The opportunity for public comment on the FY 2020-21 Budget was provided; there were no comments from the public.

A motion was made for final discussion and approval of the FY 2020-21 Budget. Anticipated revenues and expenses were discussed. Bogue made a motion to accept the budget as presented at the May 26 meeting; the \$10,000 capital outlay request was to be moved from Operating Budget. Valauskas seconded the Motion; Motion carried.

Communication and Correspondence: None reported.

Adjournment: Meeting adjourned by Hill at 10:26 am

Next meeting: July 28, 2020 at 9:00 AM via Zoom

Submitted by:

Dennis Kreps

Approved by the Secretary: _____ Date: _____