

Bridgman Public Library
Board Minutes
November 26, 2019 9:00 a.m.

Call to Order: 9:00 a.m. by Hill.

Present: Board Members: Hill, Collins, Janoskey, Wilk, Huff, Crocker, Noll

Staff: Kreps, Hazelgrove

Agenda Revisions: Hill noted two revisions under Action Items. 1) The date for Open House should be changed to Open House Review. 2) Add election of officers.

Guests: None

Public Comment: None

Friends of the Library: No representation present. Kreps reported he did meet with the Friends of the Library in November and noted that the Friends are ready to support the library.

Committee Reports:

A. Finance. Huff reported that the accounting functions will be discussed further after a meeting with the auditor.

Directors Report:

Kreps reported he spent time out in the community this month introducing himself to the townships and city manager and school systems. Kreps reported the library is conducting programs for all age groups and it will be participating in the city holiday street festival and reported receiving positive comment on available library space and possible uses for programs. He also complimented the staff and their ability to come together to get things accomplished.

Approval of Minutes:

A. Approval of last month's regular meeting minutes: Huff motioned to approve the minutes. Motion seconded by Collins. Motion carried.

Treasurer's Report:

A. Review of Financial Reports: Huff reported he has some questions about reporting and other QuickBooks functions; following the upcoming meeting with the auditor, he will meet our account representative from Accounting Consultants. Revenue is favorable. Cash and Balance sheet are fine.

Discussion Items:

A. Library holiday closing: Motion was made by Noll to change the closing time of the library from 5:00 PM to 2:00 PM on New Year's Eve day. Motion seconded by Huff. Motion carried.

- B. Open House Review: Kreps reported a good turnout and acknowledged everyone's help and thanked board members for their attendance.

Action Items:

- A. Approve Bills: Huff motioned to approve payment of \$39,303.94. Motion seconded by Crocker. Motion carried.
- B. Election of Officers: Janoskey reported acceptance of the following positions: Hill-President, Noll-Vice President, Huff-Treasurer, Wilk-Secretary. A motion was made to accept the slate of officers as presented by Janoskey. Huff seconded the motion. The motion carried.
- C. Board Vacancy-interviews: A candidate was present and interviewed for appointment to the board for the remainder of the term with the ability to run for the full 6 year term next year. Crocker motioned to appoint the candidate for the board position. Motion was seconded by Wilk. Motion carried.

Communications and Correspondence: None

Adjourn: Meeting adjourned at 9:50 by Hill. Next meeting December 17 at 9:00 a.m.

Submitted by
Dennis Kreps

Approved by the Secretary: _____ Date: _____