

Bridgman Public Library
Board Minutes
June 25, 2019, 9:00 a.m.

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

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

Staff: Evans, Hazelgrove

Agenda Revisions: Kuypers resignation was added as D under Action Items.

Guests: None

Public Comment: None

Friends of Library Representative: Evans reported the Friends annual membership drive is in progress. She noted that prizes are being given this year.

Committee Reports

Finance: No comments or questions were brought by the board.

Director's Report: Evans answered questions regarding an upcoming speaker and provided background information on his extensive expertise in myth and folklore.

Approval of Minutes: Motion to approve May 28 meeting minutes as presented was made by Huff. Seconded by Janoskey. Motion approved.

Treasurer's Report:

Huff reported that he and Evans met with the new accountant. Format changes were discussed, a line item was added, and everything is in good order for moving forward.

Discussion Items

- A. Remodel Update:** Evans reported that four companies were invited to bid on the library's lighting. To date, two bids have been received. Facilities will be meeting next week to compare all bids. Custer will install under-carpet electrical. We have not received their final bid yet. The furnishing proposal has not been received to date. LFI notified BPL they are unable to supply the shelf moving service. Other bids are being solicited. Hill will be replacing Kuypers as Facilities chair for the next meeting.
- B. Directors Search Update:** Janoskey reported that eight applications had been received to date for the Director position. Hill reported he is aware of another individual who will be applying. The deadline for applicants is July 5 with the interview date not yet determined. Wilk was added to the Ad Hoc Committee for the selection process. A motion was made by Wilk to extend an invitation to the city of Bridgman and township to join the Ad Hoc Committee in the selection process for Director. Crocker seconded the motion. Motion passed, and Hill will extend an invitation to the city manager and township supervisor.

- C. **Letter from State Aid Coordinator:** The Library of Michigan sent a letter stating that BPL will not receive state aid for Lake Township residents, a loss of approximately \$1,100 because the Township's contribution to the library does not meet the state's minimum requirements.
- D. **Investments:** A \$50,000 CD matured at Horizon Bank. Huff reported that the funds had been deposited into the Horizon General Checking Account. Two more CDs are maturing in July. The Finance Committee will make a recommendation for those CDs at the July meeting.

Action Item

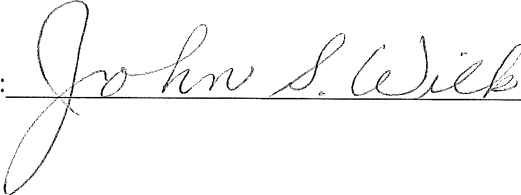
- A. **Approve Bills \$27,948.58.** A motion was made by Huff to approve bills and seconded by Collins. Motion carried.
- B. **Approve 2018-19 Budget Amendments:** Huff motioned to approve the amended budget as presented. Crocker seconded the motion. Motion carried.
- C. **Approve of 2019-2020 Budget:** A motion to approve the 2019-2020 Budget was made by Huff and seconded by Crocker. Motion carried.
- D. **Kuyper resignation:** Crocker moved to accept with regret the resignation of Kuypers as a board member. All seconded and passed with regret.

Communications and Correspondence: none reported

Adjournment: Meeting adjourned by Hill at 9:50 to next meeting on July 23, 2019, at 9:00 a.m.

Submitted by
Carol Hazelgrove

Approved by the Secretary:

 Date: 7/23/19