

Bridgman Public Library  
Board Minutes  
August 27, 2019 9:00 a.m.

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

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

**Staff:** Evans, Kreps, Hazelgrove

**Agenda Revisions:** None

**Guests:** Council Member, Rick Fuller, was present to recognize Evans final board meeting and thank her for her personal and professional support and friendship during her years at the library.

**Friends of Library:** Judith Rae reported that 24 permits and 5 table permits have been sold for the Garage Sale. She expects permit sales to increase closer to the sale dates of Sept. 13 and 14. Rae also recognized Evans final board meeting and thanked Evans for her support of the Friends during her years at the library.

**Committee Report:** Facilities had no new information to report.

**Director's Report:** Evens reported no additional information to director's report. Evans reported she has introduced Kreps to city, township, and school personnel.

**Approval of Minutes:** A motion was made by Crocker to approve the July 23, 2019 meeting minutes with one typographical correction. The motion was seconded by Huff. Motion carried and minutes approved.

**Treasurer's Report:** Huff reported that it is the first month of the new year. Financial reports were reviewed. The Friends of the Library was recognized for the \$10,000 contribution towards library renovations. An investment maturing in August will be placed in Operations until mid-September when reinvestment options will be discussed.

**Discussion Items:**

- 1. Remodel update:** Evans reported construction and lighting updates have been started. Staff began shifting materials from shelving. The decision was made to hire a professional firm for packing and the staff will unpack and place items on the shelves. This service stays within budget. Evans reported the library will close two days earlier beginning on Sept. 20. Closing dates have been published.  
**The Project manager** will review all that is being done during the two weeks the library is closed. He will focus on having contractors adhere to agreed upon schedule.
- 2. Staff compensation** will be paid for regular hours up to two weeks and treated as outlined in the handbook for emergencies. The staff will be available when and if needed during closing. This is a budgeted item and no extra expense.

**Action Items:**

1. A motion to approve bills for \$90,998.80 was made by Huff and seconded by Crocker. Motion carried.
2. Meeting Schedule & September Bills: Due to the library closure during the time of the September board meeting, the location of the regular September 24 board meeting will move to City Hall at 9:00. Hill will confirm availability with City Hall.

**Communications and Correspondence:** Evans was pleased to report on receipt of a note from Chikaming Township wishing her well. Evans reported on correspondence from Horizon bank stating interest rates are changing and rates will be lowered on the cash accounts. Hill reported that a patron expressed how much the library is liked and appreciated. Evans thanked the board for their support over the past 6 years. Hill expressed the board's appreciation and thanks for the work she has done for the library.

**Adjournment:** Hill adjourned the meeting at 9:30 a.m.

Submitted by  
Dennis Kreps

Approved by the Secretary: \_\_\_\_\_ Date: \_\_\_\_\_