



South Haven Memorial Library May 9, 2023 Minutes

Members:

Lois Howard–President
Jean Stein –Vice President
Marilyn Bertorelli –Treasurer
Marge Lampe -Secretary

Ida Sledge – Trustee
Liz Smith -Trustee
Elaine Shumaker- Trustee

Also Present: Elaine Fluck, James France, director

Call to order: The meeting was called to order by president, L Howard at 7:00 p.m.

Approval of minutes for meeting on April 11, 2023: Motion to approve with amendments to add board members not listed as all attended by L. Smith, supported by J. Stein, motion carried.

Approval of agenda for May 9, 2023: Motion to approve agenda by L. Smith supported by E. Shumaker, motion carried. A copy will be sent to city council.

Public Comments: None

Treasurer's report: Operations-**Total income:** \$43,882.93. **Total expenses:** \$34,187.72, **Vendors' bills** totaled \$57,389.45 for April. Debit Card: \$1,171.26 Motion to pay vendor bills by J. Stein, supported by M. Bertorelli. Motion carried.

Renovation Budget Report: Total Income: \$18,418.07; Total Expenses: \$0

Director's Report:

- Overdrive checkouts-934, MEL: Borrowed 243, Loaned 62; Patrons through doors: 2,725. Small meeting room uses: 89; Community Room uses: 153.
- Upcoming programs:
 - Thursday, May 11, 6pm: Michigan Rediscovered by Ron Rademacher
 - Thursday, May 18, 6 pm, Home Recording Studio Set Up
 - Thursday, May 20, 11 am: Lego Club
 - Thursday, May 25, 6pm & Saturday May 27, 10:30am: 1,000 Books Before Kindergarten.
 - Tuesday, May 30, Last Story Time for the season.
 - Monday, June 5: Begin pickup of Summer Reading Materials and sign up for programs
 - Monday, June 12: Summer Reading Program begins
 - Tuesdays, June 13, 20, 27 & July 11: 10:30-11:00: Tune Bugs
 - Thursday, June 22: Bees Program
 - Saturday, July 8: Summer Reading Program ends
 - Saturday, September 9, 1pm: Bob Seger book presentation

Correspondence: None

Old Business:

- None

New Business:

- Director's Raise: L. Smith moves to give 6% raise to J. France; E. Shumaker supports. Discussion elicits unanimous support. Raise will be voted on at June meeting.
- Commercial Credit Card: due to the fraud that occurred with the debit card, the recommendation is made to move to a more secure commercial credit card with a \$5000 limit. J. Stein moves, I. Sledge supports: motion carries.
- Budget Discussion-FY23: J. France presented budget amendments for this fiscal year. Highlighted were increased revenues as well as some increase in expenses. Amendments will be voted on next month.

- Budget Discussion FY24: J. France presented reports that suggest no major changes to the budget for FY24 for operations. Renovation budget will consist of income (tax revenue) and expense (loan payment) only.
- J. France presented costs for items discussed at previous meetings to utilize funds from the Jack Cook estate to benefit both patrons and staff
 - Art Rails: \$1,000
 - Microfilm Equipment: \$5,000
 - New website: \$1,000
 - Collections: Increase budget to pre-pandemic amounts
 - Sidewalk on south side of the building: \$5,000
 - Reading Garden Railing: While there are some bushes to protect against a fall, a railing should be installed to maintain a safe barrier. Costs to be determined.
 - Painting of Wall on north side of building: Quotes are being obtained.
- L. Howard noted that board officers must be nominated next month.

Board Comments:

- L. Howard is the current liaison to the Friends of the Library and the group will be starting up again May 23 at 7pm. She will continue to be on the Friends after her term on the board is completed and another board member will become the liaison.
- M. Bertorelli's son assisted the board with IT issues in a significant way. L. Howard suggests that the board give a gift of gratitude. J. Stein moves to give a \$75 gift certificate to Taste, L. Smith supports. Motion carries.

Adjournment: Motion to adjourn by J. Stein supported by I. Sledge, meeting adjourned at 8:00PM.

Next regular meeting: June 13, 2023 – 7:00 PM

**Respectfully submitted,
Margery Lampe, Secretary**