



## South Haven Memorial Library November 8, 2022 Minutes

### Members:

Lois Howard-President

Jean Stein -Vice President - excused

Marilyn Bertorelli -Treasurer

Marge Lampe -Secretary

Ida Sledge - Trustee

Liz Smith -Trustee

Elaine Shumaker- Trustee - excused

Also Present: Elaine Fluck, Cal Meeusen, CPA, James France, director

**Call to order:** The meeting was called to order by president, L Howard at 7:05 p.m.

**Approval of minutes for meeting on October 11, 2022:** Motion for approval by M. Bertorelli, supported by L. Smith. Motion carried. A copy will be sent to city council.

**Approval of agenda for November 8, 2022:** Motion to approve: by I. Sledge, supported by L. Smith, motion carried.

**FY 22 Audit Report:** C. Meeusen presented the annual audit to the board. Status of the library finances are A+, an unqualified opinion. Meeusen states that the library is adequately funded to allow for operations at current levels for two years without intake of income. Meeusen reminded the board of the importance of using budget amendments to allow the annual budget to balance.

**Public Comments:** E. Fluck notes that the parking lot is extremely dark: no lighting is provided by the Post Office now that Daylight Savings time has changed and it's going into winter. J. France asked to look into lighting possibilities for the library side of the lot.

**Treasurer's report:** Operations-**Total income:** \$100,138.93, **Total expenses:** \$48,378.64, **Vendors' bills** totaled \$45,110.15 for the month. Motion to pay vendor bills by M. Lampe, supported by L Smith. Motion carried.

**Renovation Budget Report:** Total Income: \$46,713.72; Total Expenses: \$0

### **Director's Report:**

- Overdrive checkouts-714, MEL: Borrowed 203, Loaned 60; Patrons through the doors: 2,974. Small meeting room uses: 71.
- Quote for a fabricated, shed style awning with closed ends to cover the back entry is \$6,860. Motion to accept proposal at \$6860 by L. Smith, supported by I. Sledge, motion carries. Installation date projected to be 6-8 weeks. E. Fluck generously offered to cover the costs of the new awning which the board accepts with gratitude.
- Research continues for microfilm equipment.
- November 19 from 11-2: Lego Club
- November 24 - closed for Thanksgiving
- December 10 at 11 am: UFOs over Michigan presentation
- December 24-26 - Closed for Christmas
- January 2 - closed for New Year's

**Correspondence:** None

**Old Business:** J. France presented Healthcare Plans for 2023. He will do more research with agent J. Teachout for approval in December. Specific questions were raised regarding one employee's Medicare supplement currently provided by the library.

**New Business: None**

### **Board Comments:**

- L. Howard noted an upcoming program: 1000 Books Before Kindergarten in development.
- I. Sledge asked if we could recognize E. Fluck's donation with a plaque and E. Fluck prefers that not occur.
- M. Lampe discussed a presentation given to WWC requesting funds for children's programming, Due to the library's current financial status, this seems unnecessary.
- L. Howard notes a program November 19 at 2pm for children; the We Care Mitten, Hat & Scarf Drive has a box in the library. She also informed board members that J. France treats staff to a holiday party/meal and will accept donations towards this event.

**Adjournment:** Motion to adjourn by I. Sledge supported L. Smith, meeting adjourned at 8:28PM.

**Next regular meeting: December 13, 2022 - 7:00 PM**

**Respectfully submitted,**

**Margery Lampe, Secretary**