

BENZIE SHORES DISTRICT LIBRARY BOARD
MINUTES OF JANUARY 17, 2022, REGULAR MEETING

The meeting was called to order at 9:30 AM by Jon Armstrong at the BSDL.

Present: Trustees Jon Armstrong, Ginny Freeman, Jim Larsen, Pam Radabaugh, Jon Hawley, and Jennie Schmitt; Stacy Pasche, Library Director; Steve Steimel of Apex Engineering.

Absent: Trustees, Brian Johnson.

Approval of Agenda: **Motion** by Jon Hawley/Jim Larsen to approve the agenda with moving Building Project Update to follow Public Input. Motion carried, unanimous.

Public Input: None

Approval of Minutes: **Motion** by Jim Larsen/Pam Radabaugh to approve the December 20, 2021, regular meeting minutes as written for. Motion carried, unanimous.

Old Business:

1. Building Project Updates with Steve Steimel - Stacy is helping Steve with scheduling the various contractors, as he is taking the opportunity to use contractors who become available, even if the work is out of the originally planned sequence. Given the current environment this seems to be the way to go. We may need to find a new cabinetry person for the interior mill work, as the current one says they cannot do it until June or July. We are waiting on bathroom specialties. The interior door should come on Wednesday. The carpet is being installed in the existing library now, as the contractor was available. The director's office is also being worked on, so the library has shifted gears, closing for two weeks and providing curbside service to patrons. There is lots happening.

2. 45th Parallel Update - No action at this time. Stacy will ask Brian Johnson for suggestions of what we can do at this point to put pressure on Brad Warren.

Treasurer's Report: Motion by Ginny Freeman/Jennie Schmitt to approve the treasurer's report as written. Motion carried, unanimous.

Approval of Monthly Bills: **Motion** by Pam Radabaugh/Jennie Schmitt to authorize the December disbursements as listed and attached to the minutes. Motion carried, unanimous.

Library Director's Report: Stacy reported on December.

Committee Reports: None

New Business:

1. Budget Amendments - Pam distributed copies of the proposed budget amendments. **Motion** by Pam Radabaugh/Jim Larsen to increase the six budget categories listed and attached to the minutes (Donations, Lost Book Charges, Refund Account, Periodical & Newspaper, MMLL Services, and Capital Outlay) Motion carried, unanimous.

2. Foster Collins Swift rate renewal - **Motion** by Jon Hawley/Jennie Schmitt to approve Foster Collins Swift's new billing rate. Motion carried, unanimous. Their letter is attached.

The meeting was adjourned at 10:22 AM.

Respectfully submitted,
Ginny Freeman, Secretary