

BENZIE SHORES DISTRICT LIBRARY BOARD
MINUTES OF MARCH 16, 2022, REGULAR MEETING

The meeting was called to order at 9:33AM by Jon Armstrong at the BSDL.

Present: Trustees, Ginny Freeman, Jim Larsen, Jon Armstrong, and Jennie Schmitt; Stacy Pasche, Library Director; at 10:00 - 10:20 AM Carolyn Thayer, landscape architect from Designs in Bloom, and Josh Mills, Frankfort City Superintendent.

Absent: Trustees, Brian Johnson, Pam Radabaugh, and Jon Hawley.

Approval of Agenda: **Motion** by Jennie Schmitt/Jim Larsen to approve the agenda as presented. Motion carried, unanimous.

Public Input: None

Approval of Minutes: **Motion** by Jennie Schmitt/Jim Larsen to approve two sets of minutes, April 18, 2022, regular board meeting, and May 19, 2022, special meeting. Motion carried, unanimous.

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

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

Library Director's Report: Stacy reported on April. See attached report. We discussed direct deposit options but made no decision. Stacy will gather more information.

Committee Reports: None

From 9:45-9:58 AM we met in a closed session to discuss personnel matters.

Old Business:

1. General Building Project Updates - D&W still needs to fix the condenser. The building project finances look good.

2. Brad Warren's outstanding charges and fees - It seems as though we have two options, a) taking Brad Warren to small claims court where we would get only a small portion of what is owed us or b) pursuing taking him to court where we might not get anything and would have larger legal fees. Stacy will consult with our lawyer Ann at Foster Swift Collins & Smith about ideas of how to proceed, additional options we might have.

New Business:

1. Proposal from landscape architect, Carolyn Thayer - Carolyn submitted a proposal for landscape design for the perimeter of the library building and an expanded children's garden.

a) Josh Mills attended the meeting as the Library leases the land from the City and the City mows right up to the edge of our landscaping. He indicated that it would be okay to go beyond our leased space, but the edges need to be easily mowed. He and Carolyn were going to look at the property limits after they left the meeting.

b) The City will be removing the old shuffleboard courts and installing a pickle ball court in the same location.

c) We discussed the issue of "noise" from the musical instruments we plan to install in the children's garden. The mallets will be locked up at night, as is done in other communities with similar installations.

d) Jim Larsen pointed out that the instruments should be installed in their cement bases before the landscaping is done.

e) It was suggested that we put down a light bark over the graded dirt area to keep the weeds down until we can seed and install the landscaping.

f) A possible ADA accessible pathway connecting to the sidewalk along Main Street, inviting people into the new space and musical installation.

Motion by Jennie Schmitt/Jim Larsen to approve the Designs in Bloom proposal which Stacy will sign. Motion carried unanimously.

2. Approval of the 2022-2023 Budget for the Benzie Shores District Library - **Motion** by Jim Larsen/Jennie Schmitt to approve the 2022-2023 budget as presented. Motion carried unanimously.

3. Set the Millage to support the budget-**Motion** by Jennie Schmitt/Jim Larsen to set the millage rate at .6 mills to support the 2022-2023 Benzie Shores District Library budget. Motion carried unanimously.

4. Jon Armstrong announced that he is going to step away from his position as president and trustee-at-large when his term is up at the end of June, so we need to be thinking about a new trustee and a new president of the board taking into consideration what skills it would be good to have in a board member. Stacy will check with Clare at the Library of Michigan about who would qualify as an at-large member. She also asked if we had ever considered getting paid to attend meetings the way school board members and township trustees are paid. We had not.

5. Proposed wording change in public relations policy - **Motion** by Jennie Schmitt/Jim Larsen to approve the proposed revision in the Public Relations policy. Motion carried unanimously. This changes the words bulletin "book" to bulletin "board."

The meeting was adjourned at 10:48 AM.

Respectfully submitted,
Ginny Freeman, Secretary