



Board of Trustees
Kenneth A. Bearden
Carolyn A. Harris
James M. Kresin
Maria L. Lanstra
Janice C. Wilson
Library Director
Laura Gramlich

The regular meeting of the Board of Trustees of the Bacon Memorial District Library was held at the Library on **Monday, July 12, 2021 @ 3:30 p.m.**

PRESENT: Members: Kenneth Bearden
Carolyn Harris
James Kresin
Janice Wilson
Library Director: Laura Gramlich
Administrative Assistant: Joann Hedger
EXCUSED: Maria Lanstra

I. The regular meeting was called to order at 3:30 pm by President Wilson.

II. **MINUTES**

Motion to approve the minutes from the June 14, 2021 regular board meeting.
Moved by Janice Wilson, seconded by Carolyn Harris.

AYES: Bearden, Harris, Kresin, Wilson

NAYS: none

Motion passed

III. **REPORTS**

Janice Wilson asked Laura if she checked if there were sprinklers by the recycling bin. Laura stated that there are. There was a question about why there are cones in the back parking lot. Laura explained they are there to hold spots until the dumpster is moved. There was discussion about past board meeting minutes being posted on the website. Janice Wilson stated that she saw that Riverview Library is doing storytime under a tent. She wondered if Lynne had thought of doing something similar. Laura stated that with the road being so close, it was thought to not be a good idea. Janice Wilson asked to see copies of staff work schedules at the next meeting.

AYES: Bearden, Harris, Kresin, Wilson

NAYS: none

Motion passed

IV. UNFINISHED BUSINESS

- A. Front Porch Repair & Staff entrance** Brian Mooney from Integrity attended the meeting. He stated that painting should be starting sometime next week. He explained scheduling has been tough due to a few different things. He feels everything is 'back on track' at this point. He had to fire the contractor for the awnings, and has hired the contractor that put in the back stairs to put in the awnings as well. They should be installed in the next 2 – 3 weeks. Brian stated Dave is on the last section of the bell tower, and has 'a little more to do'. Brian shared that once the masonry is done, and the painting is finished, work will start on the porch/vestibule tile. The roof part of the project should begin soon. Brian wants to use Cass Sheet Metal because he feels they are the best at doing copper roofing. There will be sheets of copper welded – keeping it historically accurate. Brian will have a contractor come in to demo the old roofing first. Brian feels that by the end of July/beginning of August there should be noticeable improvement to the overall look of the porch.
- B. Schwartz Collection**

V. NEW BUSINESS

A. Election of officers

President: Maria Lanstra
Vice President: Janice Wilson
Secretary: James Kresin
Treasurer: Carolyn Harris

Kenneth Bearden made a motion to approve the new election of officers, Carolyn Harris seconded.

**AYES: Bearden, Harris, Kresin, Wilson
Motion passed**

NAYS: none

B. Resolution on Investment Officer

Motion by Bearden, supported by Wilson:

to appoint Treasurer Harris as Investment Officer for Fiscal Year 2021-2022, to continue to maintain current funds in a checking account at JP Morgan Chase, to continue to invest surplus funds in excess of those needed for operations in Certificates of Deposit with the goal of earning as much interest as possible, and to authorize any two of the following to sign library checks:

July 13, 2021 – June 30, 2022: Laura Gramlich, Carolyn Harris, James Kresin, Janice Wilson, Kenneth Bearden, or Maria Lanstra

AYES: Bearden, Harris, Kresin, Wilson

NAYS: None

C. Board Meeting Dates FY 2021-22

Janice Wilson made a motion to accept Board Meeting dates for FY 2021-2022, seconded by Carolyn Harris.

AYES: Bearden, Harris, Kresin, Wilson
Motion passed

NAYS: none

D. Holiday Schedule FY 2021-22/Juneteenth It was decided to table discussion of adding Juneteenth to the library's list of holidays. Laura presented the holiday list for FY 2021-2022.

Janice Wilson moved to accept holidays, Carolyn Harris seconded.

AYES: Bearden, Harris, Kresin, Wilson
Motion passed

NAYS: none

E. Goals for FY 2021-22

Janice Wilson made a motion to accept goals for FY 2021-22, Carolyn Harris seconded.

AYES: Bearden, Harris, Kresin, Wilson
Motion passed

NAYS: none

F. Carpet Cleaning

Laura stated she would like to have the carpet cleaned as usual. It was decided to wait a bit later than usual until more work on the project is done. The broken bathtub in the children's area should be removed before the carpets are cleaned as well.

G. Resuming Fines/DVD fees

Laura would like to remain fine free, as we have been doing. She would be okay though, with bringing back rental fees for DVDS and games. **Janice Wilson made a motion to make our fine free status permanent, and to bring back DVD/Game rental fees. Carolyn Harris seconded.**

AYES: Bearden, Harris, Kresin, Wilson
Motion passed

NAYS: none

VI. BOARD MEMBER CONCERNS

Janice Wilson inquired as to when the next Friends of the Library meeting will be held. Laura stated September is the goal. Janice also stated she would like Laura to include a report about Friend's meetings in future Board packets.

VII. FINANCIAL REPORTS

Janice Wilson made a motion to approve expenditures of \$55,983.09 representing payroll, checks written and bank debits from June 10 – July 7 2021. Carolyn Harris seconded it.

AYES: Bearden, Harris, Kresin, Wilson
Motion passed

NAYS: none

VIII. COMMUNICATIONS

A. Auditor Engagement Letter

Janice Wilson made a motion to accept the auditor engagement letter. Carolyn Harris seconded.

AYES: Bearden, Harris, Kresin, Wilson
Motion passed

NAYS: none

B. MML Worker's Comp. Fund Ballot

Janice Wilson approved voting for all the MML Board of Trustees nominees on the ballot. Carolyn Harris seconded.

AYES: Bearden, Harris, Kresin, Wilson
Motion passed

NAYS: none

IX. HEARING OF THE PUBLIC

No members of the public were in attendance

X. ADJOURNMENT

Janice Wilson made a motion to adjourn the meeting at 4:34 p.m. Carolyn Harris seconded.

The next meeting will take place on Monday August 9, 2021

Joann Hedger,
for James Kresin, Secretary
July 12, 2021