**Beaver Island District Library**

**Board of Trustees**

**Meeting Minutes**

**October 19, 2017**

Present: Fiegen (2018), Foli (2020), Lyle (2018), Mitchell (2020), Rehkopf (2020), Tidmore (2018)

Absent: Whitecraft (2018)

Other: McGinnity, Speck

1. Meeting called to order by Foli at 9:06 am.
2. **Changes or additions to agenda:** None
3. **Public Comment**: None
4. **Approval of Minutes**: Motion to approve minutes of the August 17th meeting proposed by Lyle, Tidmore seconded—motion carried.
5. **Financial Report**: Speck explained that the larger-than-average salary and wages expenditure for September was due to it being a three-pay month. A motion to approve financials and bills paid for both August and September 2017 proposed by Rehkopf, Fiegen seconded—motion carried.
6. **Director’s Report**: McGinnity went through the usage statistics for August and September, which indicate that numbers are tracking about the same as last year across the two months.
7. **New Business**:

Proposed Change in Hours of Operation

McGinnity proposed changing the hours of operation when school is in session to more closely align with school hours. He explained that staff have mentioned that the last hour of the day on weekdays (5:00-6:00) has been quite slow, and that recent internet outages at the school required the library to open early several times. Changing the opening time to 8:30 am and the closing time to 5:00 pm on weekdays would result in a net gain of 2.5 hours of public access to the library, but as McGinnity would be covering the extra hours in the morning, no additional staffing costs were expected. It was mentioned that during school breaks such as winter break or spring break, opening at 8:30 might not be necessary, and it was agreed that the new starting time would only apply when school is in session, though the closing time would remain 5:00 pm regardless.

A motion to approve the proposed change in hours of operation for weekdays while school is in session proposed by Rehkopf, Lyle seconded—motion carried.

1. **Old Business:**

Fireplace Update

McGinnity explained that Haggards had sent a couple of employees on Tuesday October 17th to begin the installation of the fireplace. Though there was an apparent miscommunication on the orientation of the unit, the gas line and vent pipe have been installed. Once the wall framing is complete, Haggards will return to complete the installation. McGinnity also mentioned the possibility of a community participation tile-decorating program to create custom tiles for the hearth areas on both sides of the wall.

1. **Correspondence:** None
2. **Public Comment**: None

Meeting adjourned 9:30 am.

*Next regular meeting:*

***9:00 am, November 16th, 2017.***

-*Respectfully submitted by Patrick S. McGinnity, Director*