BEAVER ISLAND DISTRICT LIBRARY

Board of Trustees

26400 Donegal Bay Road

Beaver Island, MI 49782

231-448-2701

Regular meeting Minutes

Thursday Feb. 20, 2025

1. Call to Order at 4:30 p.m.

PRESENT: Acacia Warmerdam, Cynthia Pryor, Monica Longlet, Denny Rahilly, Becca Foli, Trish McMillan, Jacque LaFreniere, Rick Speck

1. Public Comment- none
2. Review, Modify if necessary and approve Agenda: addition under New Business c. Bathroom Remodel

Motion to approve agenda with the addition by Foli, seconded by Pryor. Passed.

1. Approval of minutes from Jan. 16, 2025 regular meeting: Motion to approve minutes from Jan. 16 meeting, made by Longlet, seconded by Warmerdam. Passed
2. Financial Report- Rick
3. Budget, forecast, reconciliation and check register
4. Bills submitted for payment from Jan. 2025: Motion to approve bills paid made by Foli, seconded by Longlet. Passed
5. Old Business
6. Policy Committee: Personnel Leave policy presented and discussed. Motion to pass the Leave Policy for personnel made by Longlet, seconded by Foli. Passed. Fraud Risk Management policy has been sent to Lawyer for review. Personnel Leave will also be sent Friday. Pryor suggested we start a contingency plan for essential personnel (Director and Bookkeeper) replacement/coverage.
7. Seed Library/speaker series-Longlet reported on recent speaker, Heidi Vigil, upcoming speakers and the new seeds being placed in the seed library.
8. Finance Committee: Budget amendment and 2025-2026 proposed budget were presented for discussion. Will be approved at the March annual meeting.
9. Director’s Report- See attached
10. New Business:
11. Community Foundation Letter re: endowment. Motion to add the $1200 available from the endowment fund back to the principal. Made by Longlet, seconded by McMillan. Passed.
12. Approval of wording for Annual Meeting announcement. Motion to approve made by Pryor, seconded by Longlet. Passed.
13. Bathroom remodel- presented by Warmerdam and discussed to replace fixtures in both bathrooms, make current Women’s into a family restroom and ADA compliant, Current Men’s will also be designated Family and perhaps add a changing table there as well. Discussed replacing the ceiling fans and doors- which are very heavy. Warmerdam will continue work on a proposal and costs.
14. Correspondence: Community Foundation letter explaining FAS 136 Annual Reporting Information for the Endowment fund.
15. Public Comment- none

Adjournment: Motion to adjourn made by Pryor, seconded by Longlet. Passed. Meeting adjourned at 5:45 p.m.

Next scheduled meeting March 12, 2025 at 5:00 p.m. (Hearing) followed by the Annual Meeting at 5:30 p.m.

Director’s Report:

1. Circulation report for Jan.
2. Ongoing Programs: Babes and Toddlers, Story Time, Teen Café, Fiero Code Club/Vocational classes, Book Club, Seed Library Speaker Series.
3. Classroom Visits from elementary (Weekly), middle school and high school (Sporadic)
4. Future events: March 10-11: Indigenous People’s program with Sally Ramey, March 17th Native American Storyteller JoAnne Cook. Teen Café on 3-1
5. Past Events: Heidi Vigil (2-15)

Movie Vs. Book events/ Teen Café (1-18), (2-8)

1. Attendance at ZOOM meetings and upcoming meetings
   1. MI Directors- (1-17)
   2. MLA- How to write a RFP (1-22)
   3. ARSL (Association for Rural and Small Libraries) Midwest Regional Forum Focus group (1-27)
   4. MI Humanities Grants (1-28) CANCELLED
   5. Color your world with citizen science (2-4)
   6. Empowering Teen Literacy (2-6)
   7. MI Financial Wellness (2-12)
   8. MI Director’s Meeting (2-14)
   9. Kuzko History webinar (2-20)
   10. Fiero Code marketing (2-19)
   11. NLC Director’s meeting (2-27)
   12. 1 million acts of science webinar (3-5)
2. WAM Native Plant Conference in Lansing, March 1-2: Monica and Jacque will attend.
3. Merit Update- cable to be laid in spring. Our cost will be $5040 (20% of total). Monthly after will be $112.30 per month and we can disconnect from TDS for Internet which is $120+.
4. Pryor mentioned about doing an annual report of our events/activities and attendance. LaFreniere will look at doing this.