BEAVER ISLAND DISTRICT LIBRARY

Board of Trustees

26400 Donegal Bay Road

Beaver Island, MI 49782

231-448-2701

Regular meeting MInutes

Thursday Jan. 16, 2025

1. Call to Order at 4:30 p.m. by Chair Warmerdam
2. PRESENT: Acacia Warmerdam, Becca Foli, Denny Rahlilly, Denise McDonough, Trish McMillan, Cari Ledbetter, Monica Longlet, Cynthia Pryor, Jacque LaFreniere and Rick Speck
3. Public Comment: None
4. Review, Modify if necessary and approve Agenda: Motion to approve made by Pryor seconded by Longlet. Passes
5. Approval of minutes from Dec. 19, 2024 regular meeting: Motion to approve made by Foli seconded by Warmerdam. Passed
6. Financial Report- Rick
7. Budget, forecast, reconciliation and check register
8. Bills submitted for payment from Dec 2024: Motion to approve bills as paid made by Longlet Seconded by McMillan. Passed
9. C3F report
10. Old Business
11. Policy Committee: Reminder and update: Need Fund Balance policy, sick leave and minimum wage policy and Fraud Risk Management policy. Director will send out email to McDonough and Pryor to set date to meet.
12. Seed Library/speaker series- Longlet- WAM grant won for Native plant garden. $1250. Longlet and LaFreniere are to travel to Lansing to attend the conference on Native Plantings and receive the check March 1-2. Motion to approve funds for travel and overnight made by Foli, seconded by McDonough. Passed. Elementary school kids are doing winter sowing with Longlet using native seeds for the front gardens. Microgreen information placed for this month.
13. Finance Committee: Reminder: Fund Balance: Investment? C3f or something else like Michigan Class. Send to Finance Committee for recommendation. Director will send out email to Ledbetter and Speck to schedule 2025-2026 Budget work session.
14. Director’s Report- see below
15. New Business
16. Meeting dates and times: Adjustments made to schedule and times. 9 a.m. May-August and date change on Annual meeting to March 12 at 5 p.m. Motion to approve with changes by McDonough, seconded by Pryor. Passed
17. Cybersecurity training: Director presented information about training a staff member or two, or perhaps just an awareness training. Will look into more details for next meeting
18. AED training: Director will schedule for staff to have this training soon.
19. Bathrooms: need upgrade. Building committee will start looking at.
20. Correspondence: none
21. Public Comment: None

Adjournment: Motion to adjourn made by Longlet, seconded by Pryor. Passed. 5:15 p.m.

Next scheduled meeting Feb. 20, 2025 at 4:30 p.m.

Director’s Report:

1. Circulation report for Dec.
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: Jan. 18- Movie vs book- Princess Bride, Teen café Board Games

Feb. 1- Take your child to the library day

 March 10-11: Indigenous People’s program with Sally Ramey

1. Past Events: Dec. 21 and 23- Gingerbread houses

Dec. 28- National Card playing day

Dec. 30- Family Bingo

Jan. 14

Jan. 15- Library Pals, Winter Sowing

1. Heads up-
	1. NEA Big Read grant almost done. Using Andrew Krivak’s The Bear. Lots of possibilities for programming with other groups on the island. Receiving letters of support.
	2. USDA Community Grant…. Linked with other organizations, BIG possibilities and $$- potential expansion project on library to include small conference rooms on adult wing and larger meeting/event room on the children’s wing.
	3. Donation of $100 from Melinda Hill to Endowment fund.
2. Attendance at ZOOM meetings and upcoming meetings
	1. C3F grants (1-10)
	2. MI Grants office hour- (1-14)
	3. NLC Director’s and Libby Training (1-16)
	4. MI Directors- (1-17)
	5. MLA- How to write a RFP (1-22)
	6. ARSL (Association for Rural and Small Libraries) Midwest Regional Forum Focus group (1-27)
	7. MI Humanities Grants (1-28)
	8. Color your world with citizen science (2-4)