

BENZIE SHORES DISTRICT LIBRARY BOARD
MINUTES OF FEBRUARY 14, 2024, REGULAR MEETING

The meeting was called to order at 9:00AM by Jennie Schmitt at the BSDL.

Present: Trustees, Ginny Freeman, Jon Hawley, Jim Larsen, Jennie Schmitt, Laura Reznich, Brian Johnson (left at 9:55), and Claudia Bailey; Stacy Pasche, Library Director

Approval of Agenda: Motion by Jim Larsen/Brian Johnson to approve the agenda as presented. Motion carried, unanimous.

Public Input: None

Approval of Minutes: Motion by Laura Reznich/Jon Hawley to approve the minutes of the January 10, 2024, regular board meeting as written. Motion carried, unanimous.

Treasurer's Report: Motion by Brian Johnson/Jim Larsen to approve the January treasurer's report as presented. Motion carried, unanimous.

Approval of Monthly Bills: Motion by Jon Hawley/Ginny Freeman to authorize the January disbursements as listed and attached to the minutes. Motion carried, unanimous.

Library Director's Report: Stacy reported on January. See attached report.

Committee Reports:

Finance Committee - **Budget Adjustments - Motion** by Laura Reznich/Jim Larsen to approve the budget adjustments as presented (see attached). Motion carried, unanimous. These adjustments reflect the changes in staffing for the rest of our fiscal year, the hiring of a third full-time librarian and a reduction in part-time staff.

Old Business:

1. Staffing Changes - Job Proposal - **Motion** by Brian Johnson/Jon Hawley that we hire another full-time person. See attached job posting. Motion carried, unanimous. The position will be posted immediately in the hope that we can hire someone by April/May.
2. **Spring Planning Session**, set date - Our regular monthly board meeting on **May 8th will be extended to allow for strategic planning**. Laura and Stacy will work on finding someone to facilitate this, possibly on a regular annual basis. We are thinking in terms of short-term planning as, like other small rural Michigan libraries, we are still finding our way back from the pandemic.

New Business:

1. Policy Review
 - a. Fund Balance Policy (new) - **Motion** by Jim Larsen/Laura Reznich to approve the policy as presented. Motion carried, unanimous.
 - b. **Motion** by Laura Reznich/Claudia Bailey to approve four revised policies:
 - 1)Library Governance
 - 2)Intellectual Freedom and Access to Materials
 - 3)Technology
 - 4)Safety and Well-Being of Children.

Motion carried, unanimous. The main change is that a child must be 10 (ten) in order to be in the library on their own. This is now the same as the age limit in other libraries in Benzie County.

2. Set date for spring budget hearing - **May 29th will be our public hearing on next year's budget, followed by a special meeting to approve the budget for 2024-2025**. The proposed budget will be presented to the board at our regular May 8th board meeting.

In response to questions, Jennie Schmitt explained the Headlee amendment and its effect on the amount we can assess our library district.

The meeting was adjourned at 10:15AM.

Respectfully submitted, Ginny Freeman, Secretary