

**SUTTONS BAY-BINGHAM DISTRICT LIBRARY  
BOARD OF TRUSTEES REGULAR  
MEETING MINUTES - APRIL 29, 2016**

**CALL MEETING TO ORDER**

President John Krug called the Suttons Bay-Bingham District Library Board of Trustees Regular Meeting to order on Friday, April 29, 2016 at 3:00 pm at the Library.

**ROLL CALL OF BOARD MEMBERS**

Present: John Krug, Barbara Graves, Marge Johnson, Sue Gentges,  
Susan Lee, Clix Heerema

Absent: None

Staff Present: Ryan Deery

Friends of the Library Representative: Jim Shannahan

**1 AGENDA CHANGES**

Additions to the Agenda - Under Old Business A) Millage - Resolution Submitting Millage Proposal; New Business - Suttons Bay Recreation Center – R Deery, and under Treasurer’s Report - Staff Compensation.

**2 SECRETARY’S REPORT – MARCH 20, 2016 MINUTES**

*Barbara Graves/moved, Clix Heerema/supported, to approve the March 20, 2016 Minutes as drafted, PASSED.*

**3 PUBLIC COMMENTS – No public comments.**

**4 OLD BUSINESS**

**a. Millage**

Ryan Deery reported that a press release and informational packet are ready to go. Advocacy Meeting at 4 pm today. There is a logo for the library millage, will go on buttons, stickers and one page informational sheet.

Official Ballot Language

Resolution Submitting Millage Proposal

At a regular meeting of the Board of Trustees of the Suttons Bay-Bingham District Library, Leelanau County, State of Michigan, held in the District Library on April 29, 2016 at 3 p.m., prevailing Eastern Time.

PRESENT: John Krug, Clix Heerema, Barbara Graves, Marge Johnson, Susan Lee,  
Sue Gentges

ABSENT: None

The following preamble and resolution were offered by Barbara Graves and supported by Clix Heerema:

WHEREAS, the Suttons Bay Bingham District Library (“District Library”) is a district library subject to the provisions of the District Library Establishment Act, 1989 PA 24, mcl 397.171 *et seq.* (“DLEA”); and

WHEREAS, pursuant to Section 13 of the DLEA, the District Library has authority to ask voters to approve a district wide tax; and

WHEREAS, the Library Board of the District Library determines that it is in the best interest and welfare of the District Library and its residents that revenue be authorized for all District Library purposes; therefore, the District Library district has determined to request from voters of the District Library a new additional millage of .5 mills, subject to applicable Headless rollbacks, for a period of five (5) years, beginning with the 2016 levy; and

WHEREAS, the Library Board determined that it is in the best interests of the District Library that such millage be voted on at an election to be held in the District Library district on August 2, 2016.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Library Board certifies that the proposition shown on attached Exhibit A shall be submitted to a vote of the qualified electors of the District Library district of the Suttons Bay Bingham District Library, Leelanau County, State of Michigan, at an election to be held on Tuesday, August 2, 2016.

2. The Secretary of the Library Board (“Secretary”) is directed to file a certified copy of this Resolution with the Leelanau County Clerk or other entity that is legally responsible for receiving this Resolution in the manner required by law.

3. The Secretary of the Library Board is directed to request the Leelanau County Clerk or whoever is authorized by law to publish notice of the close of registration in the manner required by law. ***The District Library Establishment Act requires that the notice of close of***

**registration contain the ballot language of the proposed attached as Exhibit A to this Resolution.**

4. The Secretary is directed to request the Leelanau County Clerk or whoever is authorized by law to publish notice of the election in the manner as required by law.

5. The Secretary shall work with the Leelanau County Clerk or other person who is legally responsible for receiving this Resolution and preparing the ballots to have prepared and printed, as provided by law, separate ballots for submitting said propositions, which ballots shall be in the form shown on the attached (Exhibit A).

6. The President of the Library Board of Trustees is authorized to make any non-substantive changes to the proposed notices or ballot language authorized by this Resolution if changes are requested by the Leelanau County Clerk, or other person or entity authorized by law and said changes comply with the Michigan Election law and are consistent with the law governing district libraries.

7. The Treasurer of the Library Board of Trustees is hereby directed to pay, to the extent required by law, the costs of conducting the election required by this Resolution and by law.

8. All Resolutions and parts of Resolutions insofar as they conflict with the provisions of this Resolution are rescinded.

AYES: Members: John Krug, Clix Heerema, Barbara Graves, Marge Johnson, Susan Lee, Sue Gentges

NAYS: Members: None

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN )  
 )  
COUNTY OF LEELANAU )

I, the Secretary of the Library Board of the Suttons Bay Bingham District Library hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Board of Trustees of the Suttons Bay Bingham District Library, Leelanau County, State of Michigan, at a regular meeting held on April 29, 2016, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Open Meetings Act.

---

Marge Johnson, Secretary  
Suttons Bay Bingham District Library

**EXHIBIT A**

**Suttons Bay Bingham District Library**

**Library Millage Proposal**

Shall the Suttons Bay Bingham District Library, Leelanau County, Michigan, be authorized to levy a new additional millage in an amount not to exceed .5 mills (\$.50 on each \$1,000 of taxable value) against all taxable property within the Suttons Bay Bingham District Library district for a period of five (5) years, 2016-2020, inclusive, for the purpose of providing funds for all district library purposes authorized by law? The estimate of the revenue the District Library will collect if the millage is approved and levied by the District Library in the 2016 calendar year is approximately \$211,000.

Yes

No

**b. Policy and Procedures Manual**

Consensus of the Board to postpone Item b. Policy and Procedures Manual to the next meeting.

**c. Preliminary 2016-2017 Budget**

The Board reviewed and commented on the preliminary 2016-2017 Budget.

Staff Compensation

*Barbara Graves/moved, Sue Gentges/supported, to give Pat Wolters and Suzanne Rogers, employees, each a \$500.00 bonus from the Library Board to thank them for the extra time they worked and additional responsibility they took on during Ryan Deery's paternity leave, PASSED.*

**5. NEW BUSINESS**

**a. Annual Volunteer Get Together**

Sue Gentges announced that the Annual Volunteer Get Together will be held on May 24, 2016, at 11:30 at Knot Just A Bar.

Discussion was held as to whether the Annual Volunteer Get Together should be held during National Volunteer Week in the future.

**b. Evaluation of Library Director**

Committee members Clix Heerema, Sue Gentges and Susan Lee will prepare an evaluation of the Library Director to be submitted to the Board for approval.

**c. Cleaning Contract**

Consensus of the Board to approve the cleaning contract, noting the amount is the same as last year.

**d. 2016 Gala – December 10, 2016, 6:00 pm to 8:30 pm**

Ryan Deery noted that Jeannie Coulter has stepped down as Chairperson of the Gala, therefore, a new Chairperson is needed. It was suggested that the new person meet with Ms. Coulter to review the duties of the Chairperson.

**e. Suttons Bay Recreational Center**

Ryan Deery led a brief discussion regarding the proposed Suttons Bay Recreational Center.

**6. TREASURER'S REPORT**

Barbara Graves submitted the Treasurer's Report for April 2016.

Bank Statement –

Checking/Savings Accounts -	
Chemical Bank Checking -	1,495.64
Chemical Bank MM- Certificate of Deposit	74,841.39

Bank of N. MI CD#10, #11	30,409.16
Petty Cash	150.00
Total Checking/Savings	<u>\$106,896.16</u>

Checks - 13552 - 13600      EFTS - 5

*Sue Gentges/moved, Susan Lee/supported, to approve the April 2016 Treasurer's Report, including checks and EFTS, PASSED.*

**7. OTHER REPORTS**

**a. Library Director's Report**

Ryan Deery submitted the April 2016 Library Director's Report which was accepted by the Board and is attached to the Minutes.

**b. Friends Report/Meeting**

Jim Shannahan, President of the Friends, reported the Friends have expanded the book sale, now selling on E-Bay, and have Pay Pal Account. The Friends support Ryan Deery in cleaning of the Library on May 14, 2016. Following Monday is carpet cleaning, and Friends funded the millage effort for \$2,000.00.

**c. Township Reports**

John Krug said on the June 2016 Agenda of the Suttons Bay Township Board is the millage issue.

**d. Landscaping and Maintenance.**

Landscaping and maintenance is being done today.

**8. ADJOURNMENT**

The meeting was adjourned at 4:12 pm

Marge Johnson, Secretary

Note: The next regularly scheduled meeting is May 25, 2016, at 3:00 pm  
Quorum required. Notify J Krug (271-5719) if unable to attend.