

**SUTTONS BAY-BINGHAM DISTRICT LIBRARY  
BOARD OF TRUSTEES  
MEETING MINUTES – DECEMBER 20, 2017**

**CALL MEETING TO ORDER**

President John Krug called the Suttons Bay-Bingham District Library Board of Trustees regular meeting to order on Wednesday, December 20, 2017, at 9:00 am at the Library.

**ROLL CALL OF BOARD MEMBERS - Quorum Present**

Present: John Krug, Clix Heerema, Barbara Graves, Margie Johnson, Sandy Boone,  
Sue Gentges

Absent and excused: None

Staff Present: Bradley Chaplin

**1 AGENDA APPROVAL**

Consensus to approve the Agenda as submitted.

**2 SECRETARY'S REPORT- Regular Meeting Minutes- November 22, 2017**

*Clix Heerema/moved, Sue Gentges/supported, to approve the November 22, 2017 Minutes as presented,*

**3 PUBLIC COMMENTS**

**a. Friends of the Library**

No report.

**b. Other Public**

None.

**4. OLD BUSINESS**

**a. Monthly Policy Review – pages 25-43**

The monthly policy review was held of pages 25-43 and comments were made by the Board. At the January 2018, pages 45-49 of the Policy will be reviewed.

**b. Children's Garden**

Bradley Chaplin said he has some things to help Barb Platts with the Children's Garden.

**c. 2017 GALA Wrap UP**

Bradley Chaplin reported the GALA which was held on December 9, 2017.

Income - \$11,000.00

Expenses - 4,000.00

Net Gain \$ 7,000.00

Consensus of the Board that the GALA was a success. John Krug expressed the observations he had about the GALA.

**5. NEW BUSINESS**

**a. Meeting Dates for 2018**

The Schedule of 2018 Library Board Meeting Dates was submitted for review.

*Barbara Graves/moved, Sandy Boone/supported, to approve the 2018 Library Board Meeting Dates as revised, PASSED.*

**b. Elections of Officers for 2018**

Election of officers will be held at the January 24, 2018 Board Meeting.

**6. TREASURER’S REPORT**

Barbara Graves submitted the Treasurer’s Report as of December 20, 2017 for approval.

Checking/Savings	
Checking -	\$ 12,610.37
Savings - MM	217,062.49
Cert. of Deposit	- 0 -
Petty Cash	150.00
Total Checking/Savings	\$ <u>229,822.86</u>

Checks -14105 - 14129 ETF’s - 7 (payroll and direct deposits)

*Clix Heerema/moved, Sue Gentges/supported, to approve the December 2017 Treasurer’s Report as drafted, PASSED.*

**7. OTHER REPORTS**

**a. Library Director’s Report**

Bradley Chaplin submitted his Library Director’s Report for December 2017. Bradley Chaplin said the Library has an extra \$2,900.00 to spend as part of a Library Enhancement Grant through our new Northland Library Cooperative. Consensus of the Board to use the \$2,900.00 toward the purchase of a furnace. The Library Director’s Report will be part of the Minutes.

**b. Friends Meeting** – No Friends Meeting in December 2017. As of 2018 Friends Meeting will be held on Tuesday at 4:00 pm.

**c. Township Reports**

John Krug - Suttons Bay Township  
Marge Johnson – Bingham Township  
Sue Gentges & Sandy Boone - Village of Suttons Bay

**8. Landscaping and Maintenance**

No report.

### **9. Adjournment**

The meeting was adjourned at 9:35 a.m.

Respectfully submitted,  
Marge Johnson, Secretary

Note: A regular meeting is scheduled for Wednesday, January 24, 2018 at 9 a.m..  
Quorum required. Notify J Krug (271-5719) if unable to attend.



