

**SUTTONS BAY-BINGHAM DISTRICT LIBRARY  
BOARD OF TRUSTEES  
MEETING MINUTES- JANUARY 18, 2019**

**CALL MEETING TO ORDER**

President John Krug called the Suttons Bay-Bingham District Library Board of Trustees regular meeting to order on Friday, January 18, 2019 at 9:00 a.m. at the Library.

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

Present: John Krug, Margie Johnson, Sandy Boone, Kara Gregory,  
Barbara Graves

Absent and excused: Sue Gentges

Staff Present: Bradley Chaplin

Also Present: Jim Shannahan Jeannie Coulter

**1 AGENDA APPROVAL**

There being no changes to the agenda, the agenda is approved as submitted.

**2 SECRETARY'S REPORT- Regular Meeting Minutes – December 19, 2019**

*Barbara Graves/moved, Kara Gregory/supported to approve the December 19, 2019 Minutes PASSED.*

**3 PUBLIC COMMENTS**

**a. Friends of the Library Representative**

Jim Shannahan said the Friends have been discussing plans to landscape the front of the Library Building.

**b. Other Public - None**

**4. OLD BUSINESS**

**A. Five Year Plan**

The Five Year Plan was submitted for approval.

*Sandy Boone/moved, Kara Gregory/supported, to approve the Library's Five Year Plan, PASSED..*

**B. Audit**

Barbara Graves submitted the Library's Audit Report for the year ended June 30, 2018.

**C. Reading Area Improvement**

Bradley Chaplin said on Tuesday, January 22, 2019 at 4:30 p.m. Matt Debear will be at the Library to talk about the reading area improvement. Board members are welcome to attend.

**D. Landscaping Front and Rear of Building**

This matter was discussed under the Friends report.

**E. Social Issues Continue Review and Discussion**

Officer John Donohue held a safety training class at the Library for staff, volunteers and the Library Board. At the January 18, 2019 Meeting the Board commented on the class that was held. John Krug submitted a statement he prepared with regard to the training class and asked Kara Gregory to review it.

**NEW BUSINESS**

**a. Election of Officers**

The slate of officers was submitted for approval.

*John Krug/moved, Barbara Graves/supported, to appoint the following officers for 2019 – President – John Krug, Vice-President – Sue Gentges, Secretary – Margie Johnson, and Treasurer - Barbara Graves, PASSED.*

**b. Annual Volunteer Recognition – May 2019**

John Krug said the Annual Volunteer Recognition will be held in May 2019, and Sandy Boone, Sue Gentges, and Kara Gregory have volunteered be the committee.

**6. TREASURER’S REPORT**

Barbara Graves submitted the December 2018 Treasurer’s Report for approval.

**a. December 2018 Treasurer’s Report**

Checking/Savings

Chemical Bank Checking	\$ 1,510.88
Chemical Bank MM	78,646.58
Chemical Bank CD	61,129.14
Petty Cash	150.00

Total Checking/Savings \$ 141,436.60

Checks - 14371-14396 EFT’s - 14

*Sandy Boone/moved, Kara Gregory/supported, to approve the December 2018 Treasurer’s Report, PASSED.*

**7. OTHER REPORTS**

**a. Library Director’s Report**

Bradley Chaplin submitted his Library Director’s Report which will be part of the Minutes.

**b. Friends Meeting –**

See under Public Comment.

**c. Township Reports - Krug, Gentges, Boone, Johnson**

**d. Landscaping and Maintenance**

No report.

**Submitted by Marge Johnson, Secretary**

Note: A regular meeting is scheduled for Wednesday, February 20, 2019 at 9:00 A.M.  
Quorum required. Notify J. Krug (271-5719) if unable to attend.



