

**SUTTONS BAY-BINGHAM DISTRICT LIBRARY
BOARD OF TRUSTEES
MEETING MINUTES- AUGUST 21, 2019**

CALL MEETING TO ORDER

President John Krug called the Suttons Bay-Bingham District Library Board of Trustees regular meeting to order on Wednesday, August 21, 2019, at 9:02 a.m. at the Library.

ROLL CALL OF BOARD MEMBERS - Quorum Present

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

Absent and excused: None

Staff Present: Bradley Chaplin

Also Present: Jim Shannahan, Roger Suppes, Jeannie Coulter

1 AGENDA APPROVAL

Consensus to approve the Agenda as submitted.

2 SECRETARY'S REPORT – July 17, 2019

Sue Gentges/moved, Sandy Boone/supported, to approve the July 17, 2019 Minutes, PASSED.

3 PUBLIC COMMENTS

a. Friends Report - Jim Shannahan reported on the book sale. Donations are taken for books instead of pricing the books for sale. Friends is tightening the screening of books that we keep. (Note – At Leland Library rare bird - first edition was found). Some of the books left over from the book sale are taken to Blue Vase. Landscaping has been completed in the front of the library building. Waiting for the library sign to be delivered which will be installed in the front of the library.

b. Other public comment - None.

4. OLD BUSINESS

a. 2019 Annual Report

Bradley Chaplin submitted the 2019 Annual Report for approval. It was noted a picture of Sandy Boone's grandson was on the cover of the report. Consensus of the Board to approve the 2019 Annual Report submitted by Bradley Chaplin.

b. 2019 Lites, Bites and Books Gala

Sue Gentges said artists from the art fair that was held the same day as the book sale have donated items for the GALA.

c. Library Building - Painted

Bradley Chaplin said the Library Building has been painted a dark blue with crème trim.

Consensus of the Board that the newly painted Library building is beautiful.

d. Landscaping (Streetside of Building)

Bradley Chaplin said thank you to the Friends for paying for the landscaping on the streetside of the building. Debbie Slocombe of Creative Designs was the contractor for the project. Benches will be put in the back of the library building.

Jeannie Coulter said the landscaping is nice and neat.

Jim Shannahan said public funds were not used for funding of the landscaping. The funds came from the Friends.

e. Entrance and Side Concrete Work

Bradley Chaplin he has abandoned the idea of working with the Village of Suttons on the library concrete work. Lee Masonry has put down half of the concrete. The cost of the concrete work is \$3,000.00. The Library is requesting paperwork from the contractor.

f. Janitorial Position (Wage Increase)

Bradley Chaplin said Teresa Kaufman, the janitor, has been given a wage increase.

5. NEW BUSINESS

a. Trust Beneficiary – Graves

Barbara Graves said the Library has been named in the Will of library patrons as a beneficiary of the Trust. Details forthcoming.

b. Chamber of Commerce Monthly Report – Gentges

Sue Gentges said the Chamber of Commerce monthly meeting was cancelled.

c. Book Sale (Review and Comment)

Consensus of the Board that the book sale was well organized. Thank you to Barbara Grave's son-in-law for helping in moving the books to the Library for the book sale. The Board requests that the sign for the book sale be redone.

It was noted that the Library was open for business during the book sale.

6. TREASURER'S REPORT

Barbara Graves said the Treasurer's Report as of July 31, 2019 will be submitted at the September 2019 Meeting.

7. OTHER REPORTS

a. Library Director's Report

Bradley Chaplin submitted the Library Director's Report which will be part of the Minutes of the meeting.

b. Friends Meeting –

Friends Meeting – August 27, 2019, 5:00 p.m.

c. Township Reports –

Suttons Bay Township Board Meeting – John Krug attended.

Bingham Township Board Meeting – Marge Johnson attended.

Village of Suttons Bay Meeting - Sandy Boone and Sue Gentges attended.

d. Landscaping and Maintenance - No report.

PUBLIC COMMENT

Brian Buysee made comments about the Library and the Library Board.

Marge Johnson spoke as a resident of Bingham Township and replied to Mr. Buysee's comments.

LIBRARY BOARD COMMENTS

Kara Gregory - Need sound deadening in the Library.

Bradley Chaplin – Working on sound deadening in the Library.

9. ADJOURNMENT

John Krug adjourned at meeting at 10:00 a.m.

Submitted by Marge Johnson, Secretary

Note: Next regularly scheduled meeting September 18, 2019 at 9 a.m. Quorum required.

Notify J. Krug (271-5719) if unable to attend.

