

April 15, 2020 AGENDA

SUTTONS BAY-BINGHAM DISTRICT LIBRARY

Board of Trustees Regular Meeting

April 15, 2020 via ZOOM 1:30pm

I. AGENDA CHANGES

II. SECRETARY'S REPORT

III. PUBLIC COMMENTS

IV. OLD BUSINESS

A. SBBDL Policies and Policies and Procedures Manual

1. Recommendations for new Foster Swift Policies and Procedures
2. Personnel Policy - Graves

B. Updates to FOIA materials — Gentges, Danke

C. Entrance and Side Concrete Work — Gentges

D. New furniture for reading area - Gregory, Gentges

V. NEW BUSINESS

A. Scheduled verbal Directors probation review

B. Recommendations for Board Membership

1. Sue Gentges, Village of Suttons Bay through May, 2024\* note
2. Suzanne Albrecht, Suttons Bay Township 4 years through May, 2024

C. Library millage renewal

## VI. TREASURER'S REPORT

- A. As of March 31, 2020 for the months of February and March 2020
  - 1. Checks Thru
  - 2. EFT's # Thru#
- B. Year to date expenditures compared to budget

## VII. OTHER REPORTS

- A. Library Director's Report — Danke
- B. Friends of SBBDL — Shannahan
- C. Township Reports — Gentges, Coulter
- D. Chamber of Commerce Report -
- E. Landscaping and Maintenance — Danke
- F. BOT Final Comments — All
- G. Public comment

## VIII. MOTION TO ADJOURN — Boone

Note: Next regularly scheduled meeting, Wednesday , May 20, 2020, 1:30pm. Quorum required. Contact Boone ([231-409-0524](tel:231-409-0524)) if unable to attend.