

## January 20, 2021 AGENDA

SUTTONS BAY-BINGHAM DISTRICT LIBRARY  
Board of Trustees Monthly Meeting via ZOOM  
January 20, 2021 9:30 am.

I. CALL TO ORDER and ROLL CALL

II. AGENDA CHANGES and APPROVAL

III. PUBLIC COMMENTS

IV. SECRETARY'S REPORT - Coulter

V. TREASURER'S REPORT Graves

During the month of December our financial balance increased by \$77,614. Most of this is because in December and January we receive the majority of our township funding (millage). This is a normal cycle. There were no unusual bills or expenses. There were two electronic transfers to pay utility bills, one for monthly Zoom fees, and nineteen to cover payroll. Checks 14740 to 14750 were written to cover pending bills. We are still within our budget for the year.

Our annual audit has been completed and there were no significant issues.

VI. OLD BUSINESS

- A. August Fire Inspection compliance update -Danke
- B. New reading area furniture with Friends - Gentges/Albrecht
- C. Yearly report - Danke
- D. Thank you notes to Benefactors
  
- E.

## VII. NEW BUSINESS

- A. Snow removal
- B. Library hours and policy going forward - Danke
- C. January election of officers
- D. Annual financial audit and list of members, term ends and officers to be sent to appointing governing bodies
- E.

## VIII. OTHER REPORTS

- A. Library Director's Report — Danke
- B. Friends — Shannahan
- C. Townships and Village Reports -  
Graves/Albrecht, Gentges/Boone, Coulter/Gregory
- D. Chamber of Commerce Report -
- E. Landscaping and Maintenance — Danke
- F. BOT Final Comments — All
- G. Public comment

## IX. MOTION TO ADJOURN — Boone

Note: Next regularly scheduled meeting, February 17, 2021. 9:30 am.  
Quorum required. Contact Boone ([231-409-0524](tel:231-409-0524)) if unable to attend.