

## December 20, 2022 REGULAR MEETING PROPOSED AGENDA

### SUTTONS BAY-BINGHAM DISTRICT LIBRARY

Board of Trustees Monthly Meeting

Library's Reading Corner (upper level) -**IN PERSON**

Zoom is not allowed at this time, but is available to the public on request.

December 20, 2022, 9:00am

- 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 November our financial balance decreased by approximately \$4,070. There were no unusual or unexpected expenses. There were three electronic transfers to pay utility bills, and one to cover payroll taxes. Checks 15155 to 15175 were written to cover pending bills. There were fifteen direct deposits made to cover payroll. The last payment was made to Easling Construction and our project is now complete. We are well within our total budget for the year.

### VI. OLD BUSINESS

- A. Library Entrance and Ribbon cutting update
- B. Community room enhancements - Albrecht
- C. Policies and Procedures

### VII. NEW BUSINESS

- A. Election of officers in January

B. Financial Audit Report

C. Changes to Minimum Wage/Sick Leave

## VIII. REPORTS

A. Library Director's Report - Nellie  
Landscaping and Maintenance

B. Friends — Shannahan

C. Townships and Village Reports -  
Graves/Albrecht, Wawrzyniak /Boone, Coulter/Rieger

D. Chamber of Commerce Report

E. BOT Final Comments — All

F. Public comment

## IX. MOTION TO ADJOURN — Boone

Note: Next regularly scheduled meeting, January 18, 2023 at 9:00 AM  
Quorum required. Contact Boone (231-409-0524) if unable to attend.