

April 19, 2023 REGULAR MEETING PROPOSED AGENDA

SUTTONS BAY-BINGHAM DISTRICT LIBRARY

Board of Trustees Monthly Meeting. Library main floor seating area

April 19, 2023 9:00am

- I. CALL TO ORDER and ROLL CALL**
- II. AGENDA CHANGES and APPROVAL**
- III. PUBLIC COMMENTS -**
- IV. SECRETARY'S REPORT - Rieger**
- V. TREASURER'S REPORT - Graves**
For February and March

During the month of February our financial balance decreased by approximately \$2,517.00. There were no unusual or unexpected expenses. There were three electronic transfers to pay utility bills and one to cover payroll taxes. Checks 15224 to 15227 and check 15234 were written incorrectly and voided. Checks 15219 to 15233 and 15235 were written to cover pending bills. There were thirteen direct deposits made to cover payroll. We are well within our total budget for the year. Marilyn Riggs, our regular bookkeeper, has been out because of an accident. Thus, the clerical problem in printing checks.

During the month of March our financial balance increased by approximately \$16,164.00. There were no unusual or unexpected expenses. There was one electronic transfer to pay a utility bill and one to cover payroll taxes. Checks 15236 to 15247 were written to cover pending bills. There were twelve direct deposits made to cover payroll. We are well within our total budget for the year.

- VI. OLD BUSINESS**
 - A. Community room enhancements - Albrecht**
 - C. On line trustee training**

VII. NEW BUSINESS

- A. Lighting replacement in the office and cd entry area, drinking fountain repair or replacement, toilet replacement.
- B. Adjustment to budget
- D. Trustee policies

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, May 17, 2023 at 9:00 AM
Quorum required. Contact Boone (231-409-0524) if unable to attend.