

## December 20, 2023 REGULAR MEETING PROPOSED AGENDA

### SUTTONS BAY-BINGHAM DISTRICT LIBRARY

Board of Trustees Regular Monthly Meeting. Library main floor seating area  
December 20, 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

During the month of November our financial balance decreased by approximately \$19,700.00. There were no unusual or unexpected expenses. There were three electronic transfers, two to pay utility bills and one to cover payroll taxes. Checks 15387 to 15400 were written to cover pending bills. There were twenty-one direct deposits made to cover payroll. We are well within our total budget for the year.

#### VI. OLD BUSINESS

- A. Drinking fountain repair or replacement.
- B. Update on health insurance. Rieger, Wawrzyniak and Danke
- C. Community room enhancements. Nellie, Suzanne
- D. Five year strategic plan. Planning to plan to begin anytime with information input to begin in January 2024. Jeannie, Nellie  
and Autumn
- E. Defibrillator device update. Training date
- F. 2024 library millage request  
Will meet with county clerk, Michelle Crocker, to go over

Mr. Stoker's recommendations early next year.

## VII. NEW BUSINESS

- A. Amend budget to show an increase in spending due to new personnel insurance coverage.
- B. Trustee terms ending in 2024
- C. Election of officers at January 17, 2024 meeting

## VIII. REPORTS

- A. Library Director's Report - Nellie
- 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 17, 2024 at 9:00 AM  
Quorum required. Contact Sandy Boone ([231-409-0524](tel:231-409-0524)) if unable to attend.