**Beaver Island District Library Board of Trustees**

**Meeting Minutes 12/19/2013**

Present: Gregg, LaFreniere, Lyle, Moore, Stambaugh

Absent: Lounsberry, Vyse, Welter

Other: McGinnity, Speck

Meeting called to order by Lyle at 4:29 pm.

**Public Comment**: None

**Approval of/Amendments to Agenda**: Moore asked that Auditor Search be taken off of the agenda until we have responses from potential auditors. Letters to auditors should thank them for their interest, request a comprehensive quote based on the last audit, and (per Speck) state that the Library would like the auditor to complete the Form 990 as a part of the audit. McGinnity will compose and send letters asking for quotes in time for January’s meeting.

**Approval of Minutes: November 21, 2013**: A motion to approve minutes was proposed by Moore, Stambaugh seconded—minutes approved.

**Financial Report**: Speck explained that November is a 3-pay month, which we failed to account for in the forecast. Also, the payroll tax refund discussed at the last meeting did not come through this month, so we expect it to begin next month.

Motion proposed by Moore to approve financial reports, seconded by LaFreniere—Financial Reports approved.

McGinnity explained that we have a $190 credit at CityMac from overpayment on purchase of iMac with Buntrock donation.

Motion proposed by LaFreniere to approve bills paid for December, seconded by Stambaugh—Financial Reports approved.

Discussion of Director’s insurance plan in light of the Affordable Care Act. There has been an increase of nearly $40 to the premium as a result of federal and state taxes. McGinnity will explore employer options to see if a better deal is possible.

**Director’s Report**: (See attached) Mcginnity reported that circulation continues to be up, and patron counts are comparable to previous year with a continuing swell in youth patrons. Halloween party numbers gave a boost. McGinnity discussed how the Library seems to be close to reaching a ratio of children to adults comparable to that of the island itself. It may be time now to focus more attention on services to (and programming for) adult patrons.

Discussion of the possibility of having the snow removal contractor plow the drive past the propane tank to connect the school and library parking lots.

Discussion of magazine subscriptions and possible other uses for the money we spend on them, given that they get very little use much of the year.

**Old Business**:

Strategic Planning: The board will communicate between meetings to settle on a date for a strategic planning retreat. Lyle also asks that board members generate goals and ideas to discuss at the retreat. Discussion of what Stategic planning entails.

**New Business**:

Closed session to discuss Director evaluation

**Correspondence**: None.

**Public Comment**: None.

Motion to adjourn made by Gregg, Lyle seconded—meeting adjourned 5:48 pm.

Respectfully submitted by Patrick S. McGinnity, Director