**Beaver Island District Library Board of Trustees**

**Meeting Minutes**

**October 15th 2015**

Present: Lyle, Martin, Mitchell, Moore, Rehkopf, Stebbins, Welter

Absent: Tidmore

Other: McGinnity, Speck

1. Meeting called to order by Welter at 9:00 am.
2. The Board welcomed Sally Stebbins as a trustee representing St. James Township.
3. **Changes or additions to agenda:** Welcoming Sally Stebbins to the BIDL Board of Trustees was moved from new business to the opening of the meeting. A discussion of the Sommer Place property down the street was added to New Business at the request of Stebbins, and an update on Story Time and the Book Club was also added, by Mitchell, to New Business.
4. **Public Comment**: None
5. **Approval of Minutes**: Motion to approve minutes of August 20th Regular Meeting proposed by Moore, Rehkoph seconded—motion carried. Motion to approve minutes of September 1st Special Meeting proposed by Moore, Lyle seconded, Martin and Rehkoph abstained due to having been absent—motion carried.
6. **Financial Report**: Speck presented the August and September financials. Motion to approve financials and bills paid for August and September proposed by Lyle, Rehkoph seconded—motion carried.
7. **Director’s Report**: August numbers were consistent with August 2014, though with a 12% increase in youth patrons and slight decrease in the adult patron counts. September saw a 18% increase in adults and a 66% increase in youth patrons compared to the same month last year, for a total increase of 26%. Computer users increased slightly in August over last year, and in September saw a whopping 79% increase, mostly due to after school computer sign-ups by youth patrons. The book sale has broken records this summer, bringing in nearly $2700 in August and September.
8. **New Business**:
   1. **Discuss Millage Resolution:**

McGinnity briefed the Board on the status of the upcoming election. The required postings in a local paper “of general circulation” have been arranged, with the library being billed for two separate classified ads in the Petoskey News Review. A special meeting will need to be scheduled and posted to occur as soon as possible after the election results are certified by the County Board of Canvassers. It was decided to reschedule the November Regular Meeting from November 19th to November 5th. At this meeting the Board will, in addition to the regular business of the month, vote to approve the submission of the form L-4029, by which the Board tells the County and Townships how much we are levying for the year. McGinnity will consult with Equalization and submit a filled out L-4029 which will, once approved, be signed by the Board Chair and Secretary.

McGinnity explained that the Library will be posting in the next week or so on the Forum and Beaver Island News on the Net to let voters know that there is an upcoming election.

* 1. **Discussion of millage issue countermeasures**: Welter began the discussion by asking how we will make sure that such a close call will not happen again. It was agreed that the Board and Staff turnover was mainly to blame, and that it would be beneficial to have a detailed operations manual that includes descriptions and timelines for both regularly occurring things like the annual L-4029 and more intermittent things like audits and millage elections.
  2. **Property possibilities (Sommer Place):**

Stebbins noted that the former Sommer Place building is for sale, which might be something the Library wants to think about, as its close proximity could make it a useful addition, perhaps as a Friends of the Library Book Shop or additional space for events. There was some discussion of the pros and cons of the idea, especially compared to an expansion project on the current building. It was generally agreed that the Library is not in a financial position to consider a purchase of that size at this time.

* 1. **Story Time and Book Club update:**

Mitchell said that the Book club was down to its core membership once again, after a robust turnout throughout most of the summer. As for Story Time, which is currently on hiatus, Mitchell explained that while there are perhaps three or four children in the age group that might be expected to attend a Story Time, several of them are quite young, and her volunteer schedule for the near future is already rather full. If there were anyone else in the community who wanted to host a story time, Mitchell said she would be glad to share her materials with them.

1. **Old Business:**

Policy Revisions were tabled for next time, with McGinnity to send around the most recent mark-ups of the main policy document for everyone to review.

1. **Public Comment**: None

Motion to adjourn proposed by Moore, seconded by Rehkoph—motion carried. Meeting adjourned 10:00 am.

*Next regular meeting:*

***9:00 am, November 5th, 2015.***

-*Respectfully submitted by Patrick S. McGinnity, Director*