**Beaver Island District Library**

**Board of Trustees**

**Meeting Minutes**

**December 6, 2016**

Present: Fiegen (2018), Foli (2020) Lyle (2018), Rehkopf (2020), Whitecraft (2018)

Absent: Mitchell (2020), Tidmore (2018)

Other: McGinnity, Speck

1. Meeting called to order by Rehkopf at 6:05 pm.
2. **Changes or additions to agenda:** none
3. **Public Comment**: None
4. **Approval of Minutes**: Motion to approve minutes of the November 15th meeting proposed by Lyle, Foli seconded—motion carried.
5. **Financial Report**: Speck explained that November had been unremarkable as far as financial statements. A motion to approve financials and bills paid for November 2016 proposed by Whitecraft, Lyle seconded—motion carried.
6. **Director’s Report**: McGinnity went through the usage statistics for November, noting that two days of internet outages at the school led to a dramatic increase in school groups and overall youth numbers. He also explained several upcoming projects including an elevated reading nook in the youth wing in honor of Jim Stambaugh, the book sale tent that has been ordered, and the installation of the fireplace in honor of Thelma Johnson.
7. **Old Business:**

Update on Winter Newsletter:

Nothing submitted yet, but all are aware of deadline of January 3rd for submission to Rehkopf for copyediting prior to the January 13 deadline for submission to Lyle for layout. As a reminder of who committed to produce content on what topic:

* McGinnity – Lego Snow storm article, Author events, Director’s desk
* Rehkopf – Book Club
* LaFreniere – Kids’ Report
* Board News – Tidmore
* Story Time – Foli

1. **New Business**:

Bank Signers:

* It has been noted that Bank account signature cards need to be updated to reflect new Board membership and officers. As the bank requires a formal board action, Rehkopf proposed a motion that the Beaver Island District Library Board of Trustees Chairperson (Rehkopf), Vice Chairperson (Mitchell), Treasurer (Lyle), and Bookkeeper (Speck) complete and submit new signature cards for all accounts held by Charlevoix State Bank. Fiegen seconded.

Roll-Call Vote: voting aye were Fiegen, Foli, Lyle, Rehkopf, and Whitecraft; Mitchell and Tidmore absent. Result: 5 ayes, 0 nays—motion carried.

**Board Secretary Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. **Correspondence:** None
2. **Public Comment**: None

Meeting adjourned 6:35 pm.

*Next regular meeting:*

***6:00 pm, January 3rd, 2017.***

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