**Beaver Island District Library**

**Board of Trustees**

**Meeting Minutes**

**February 7, 2017**

Present: Fiegen (2018), Foli (2020) Lyle (2018), Mitchell (2020), Rehkopf (2020), Tidmore (2018)

Absent: Whitecraft (2018)

Other: McGinnity

1. Meeting called to order by Mitchell at 6:03 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**: McGinnity explained the note on the technology line of the Budget vs. Actual for January pertained to the annual fee for Overdrive. The amount that the library is currently over budget in the Salaries and Wages category is due largely to two factors: the first is that McGinnity inadvertently had Speck issue holiday bonuses at 3% of each employee’s projected annual earnings, rather than the 2% budgeted; the second factor is the change in the Holiday Policy, which resulted in several paid days for all current part-time staff members, and which was not anticipated when the budget was approved. McGinnity also answered a question about a bill paid to We Like to Move it Movers for multiple months of lawn care and grounds clean-up. A motion to approve financials and bills paid for November and December 2016, as well as January 2017 proposed by Lyle, Tidmore seconded—motion carried.
6. **Director’s Report**: McGinnity went through the usage statistics for November, December and January.
7. **Old Business:**
* Winter Newsletter

The Newsletter is set to go to print, pending final approval by Rehkopf. Lyle said she could send it the day after the meeting.

* Unfilled Peaine Township Board seat.

Possible applicants were discussed.

1. **New Business**:
* Budget Process

McGinnity will get an updated company file from the bookkeeper and come up with a budget proposal to present to the Budget Sub-Committee (Lyle, Rehkopf, Speck). Budget hearing to precede March Regular Meeting.

* Downtown Development Authorities discussion

McGinnity explained that this was added to the agenda because of the possibility of one on being formed for Beaver Island at some point and its possible ramifications for Library funding. January 10th, 2017 saw the Governor sign into law a measure to exempt libraries altogether from Tax Increment Financing (TIF) by DDAs, meaning that unless the Library opted into funding a DDA, it would not stand to lose any of its millage.

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

Meeting adjourned 6:36 pm.

*Next regular meeting:*

***6:00 pm, March 7th, 2017.***

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