**Beaver Island District Library**

**Board of Trustees**

**Regular Meeting Minutes**

**April 18, 2019**

Present: Fiegen (2022), Lyle (2022), Mitchell (2020), Randall (2022), Smith (2020)

Absent: Foli (2020), Rehkopf (2020), Tidmore (2022)

Other: McGinnity, Speck

1. **Regular Meeting called to order by Mitchell at 9:00 am.**
2. **Changes or additions to agenda:** Addition of Officer Elections to New Business.
3. **Public Comment**: None
4. **Approval of Minutes**: Motion to approve minutes of the March 28, 2019 special meeting and March 28, 2019 budget hearing, as presented, proposed by Lyle, Fiegen seconded—motion carried.
5. **Financial Report**: A motion to approve bills paid for March 2019 proposed by Fiegen, Smith seconded—motion carried.
6. **Director’s Report**: McGinnity went through the usage statistics for February, as well as year-end numbers compared to last year, showing slight increases in nearly every category. It was noted that two “smart lights” had been added to the teen area to work with the donated Amazon Echo. Also, the Fire Department Auxiliary has installed an AED unit in the library. Staff will be trained in its use in May.
7. **Old Business**:
   1. FY 2018-2019 End-of-year Budget Amendments

**Budget lines to be amended: Amended value:**

Salaries & Wages 65,538

Bookkeeping 4221

Office Supplies 3081

Repairs & Maintenance, Building Supplies 6947

Technology 7326

Utilities 9049

A motion to adopt proposed amendments to FY 2018-2019 Budget proposed by Smith, Lyle seconded—Roll call vote:

Yeas: Fiegen, Lyle, Mitchell, Randall, Smith

Nays: NONE

1. **New Business:** 
   1. Attorney Agreement and Millage:

McGinnity explained that after Dick Butler’s retirement, the Library had not immediately found a new attorney. As there is a millage proposal to be drafted, it is now necessary to engage the services of an attorney. The partner’s at Butler’s firm recommended Anne Seurynck of Foster Swift. McGinnity presented a letter of introduction from Foster Swift and an Engagement Letter.

A motion to approve the terms offered in the engagement letter from Foster Swift dated April 5, 2019 and engage Anne Seurynck as the library attorney proposed by Fiegen, Lyle seconded—Motion carried.

* 1. Officer Elections:

There was discussion of the bylaw requiring automatic succession from Vice Chair to Chair on an annual basis. It was suggested that perhaps a three-consecutive-year maximum could replace the current one-year limit on the office of Board Chairperson might increase continuity.

Nominations for the positions of Vice Chair, Secretary, and Treasurer were entertained by Mitchell. Lyle nominated Randall for Vice Chair. Randall accepted the nomination. Smith nominated herself to continue as Treasurer. Lyle nominated herself to take on the office of Secretary. A motion to elect the slate of Randall for Vice Chair, Smith for Treasurer, and Lyle for Secretary proposed by Lyle, Fiegen seconded— Roll call vote:

Yeas: Fiegen, Lyle, Mitchell, Randall, Smith

Nays: NONE

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

**Meeting adjourned 9:45 am.**

Next regular meeting:

**9:00 am, May 16th, 2019.**

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