**Beaver Island District Library**

**Board of Trustees**

**Meeting Minutes**

**January 17, 2019**

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

Absent: Rehkopf (2020)

Other: McGinnity, Speck

1. Meeting called to order by Mitchell at 9:03 am.
2. **Changes or additions to agenda:** The budget process/timeline was added under new business.
3. **Public Comment**: None
4. **Approval of Minutes**: It was noted that Fiegen was in attendance at the December meeting, though the proposed minutes show otherwise. In addition, the NEA Big Read selection is actually *Our Town* by Thornton Wilder. Motion to approve minutes of the December 20, 2018 regular meeting, with the amendments mentioned above, proposed by Lyle, Tidmore seconded—motion carried.
5. **Financial Report**: Speck noted that we are still projected to be over budget in a couple categories, but most are naturally coming back into alignment as we near the end of the fiscal year. He went on to say that the Budget Committee should propose amendments to the lines that are over before the end of the FY. The Board will have to vote to amend the budget before the end of the year those categories. A motion to approve bills paid for December 2018 proposed by Tidmore, Foli seconded—motion carried.
6. **Director’s Report**: McGinnity went through the usage statistics for December, noting that numbers are trending close to normal, with overall patron numbers down slightly over the same month last year. Circulation, however has increased by 32%. He noted that he could exclude renewals from the count, as the automatic renewals may be skewing things somewhat. It was close to a year ago that we went to automatic first renewals of items, so going forward the related increase in renewals should not skew the percentage change as it will be included in both this year and last year’s numbers.
7. **Old Business**:
   1. Policy Revision Committee

Tidmore, Foli, and Smith volunteered to serve on the Policy Revision Committee with McGinnity, who will follow up with Rehkopf to see if she is interested as well. The bulk of the work will be completed vial email, with a timeline for completion to be determined by the Committee and announced at the February Board meeting if not before.

* 1. NEA Big Read grant application

McGinnity Explained that the application would be submitted by January 24th, with results being announced sometime in April. If the grant is not awarded McGinnity and Library staff will consider options for which parts (if any) of proposed Our Tow—Our Island programming to go forward with anyway.

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

Speck reminded the Board that April is the start of the new Fiscal Year and that the budget process needs to be completed before the end of March. It was agreed that the Budget committee (Speck, McGinnity, and Smith) should work up a budget proposal over the next month or so. The budget hearing will be scheduled to coincide with the March regular meeting if possible.

* 1. School Board Meeting Discussions related to March Reading Month and the Library
     + Mini-libraries

There was some discussion at a recent School Board meeting of promoting the idea of free mini-libraries of the sort that many have seen online. Mackinac Island apparently has a number of them. The Library Board discussed the possibilities, logistics, and legalities. It was agreed that the Library would not have a direct role in making mini-libraries.

* + - Bookfair

The school is organizing a book fair, and has asked that the $500 or so that the PTA donated/deposited to the Library when it dissolved be used to supply free book vouchers to all students. McGinnity will coordinate with the school to transfer the funds.

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

Meeting adjourned 9:56 am.

Next regular meeting:

**9:00 am, February 21th, 2019.**

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