

SAUGATUCK-DOUGLAS DISTRICT LIBRARY
BOARD MEETING
March 20, 2024

- I. Meeting Called to order at 7:03pm by Chairman David Blatt. The following were present: Library Director (ex officio) Ingrid Boyer, Christi Allen representing the Friends of the Library, Trustees: David Blatt, Larry Blose, Janice Krakowski, Demetrhea Terrien, Frank Aiello, and Sara Nelson.
- II. The Agenda (See Appendix) was passed by unanimous consent.
- III. David Blatt presented a motion to make the following change to the minutes from February 2024 (see Appendix)

Under New Business, Short Term Capital Improvements, it reads, "There is \$172,000 in the construction budget that needs to be spent in the next 2-5 years."

The suggested change would read, "There is \$172,000 in the construction budget to allow fine-tuning of the new building to complete its optimal accommodating of library needs in the next 2-5 years." Demetrhea Terrien seconded the motion. The motion passed by unanimous consent.

- IV. No public comment
- V. Library bills were presented by Director Boyer (See Appendix). Larry Blose presented a motion to pay the bills, David Blatt seconded the motion. The motion was passed with 6 members voting yes and 0 members voting no.
- VI. Financial Report
 - A. Balance sheet was presented by Director Boyer (see Appendix).
 - B. Profit and Loss Statement was presented by Director Boyer (see Appendix).
- VII. The Librarian's Report was presented by Director Boyer (See Appendix).
- VIII. President's Report
 - David Blatt provided a summary of a webinar he attended recently and asked if anyone would be willing to watch the next one on Monday, March 25. Demetrhea Terrien volunteered.
- IX. Committee Report
 - A. Financial Committee
 - Larry Blose updated the board on a recent conversation with a financial consultant. He explained that there is no need to pay off the bonds early, that we should have an operating fund balance equal to 3-6 months and that we should probably create a plan for aligning our fund balance with long term priorities.

- Ingrid presented an overview of current library funds and the possibility of creating a Capital Improvement Fund. Larry Blose suggested the members mull this over and discuss at the next meeting.

X. Old Business

A. Board member email accounts

- The issue of library email accounts for board members was discussed. David Blatt presented a motion to have Ingrid Boyer create library email accounts for each of the board members. Demetrhea Terrien seconded the motion. The motion was passed with 5 yes votes and 1 abstention.

XI. New Business

A. Public Comment Policy (see Appendix) was discussed. (First reading).

XII. Strategic Plan Update

- The Strategic Plan Activity Plan (see Appendix) was discussed.

XIII. Guest: Friends of the Library representative – Christi Allen

- The Friends are preparing to send out membership letters and an email blast at end of May. FOL memberships make great gifts for friends!
- Work is being done to start a newsletter that will go out quarterly.
- Some of the members have been attending training sessions through the state FOL, learning about censorship and where the Friends' place may be in that.

XIV. Next Meeting: April 17, 2024 at 7:00 pm

XV. Adjournment by unanimous consent at 8:13 PM.