

**Suttons Bay- Bingham District Library  
Board of Trustees  
Meeting Minutes- September 18, 2019  
9:00 a.m. Upper Level of Library**

**I. CALL MEETING TO ORDER**

President John Krug called the Suttons Bay-Bingham District Library Board of Trustees regular meeting to order on Wednesday, September 18, 2019, at 9:03 a.m. at the Library.

**II. ROLL CALL OF BOARD MEMBERS-Quorum Present**

Present: John Krug, Jeannie Coulter, Sandy Boone, Barbara Graves, Sue Gentges

Absent and excused: Kara Gregory

Staff Present: Bradley Chaplin

Also present: Roger Suppes, Brian Buysee

III. Consensus to approve the Agenda as submitted.

**IV. SECRETARY'S REPORT - AUGUST 21, 2019**

Approved as amended(There was no treasurer's report from July) Sandy Boone/moved, Sue Gentges/supported.

**V. PUBLIC COMMENTS**

- a. **Friends report** - Jim Shannahan was not present so Sue Gentes reported in his place as to the Annual Book Sale: Proceeds at \$5,106 which is \$800 more than 2018. The Friends have 41 paying members. Work on the annual Gala has begun.
- b. **Other Public comments** - Brian Buysee gave comments on his background, life experiences and his wishes for the library. Roger Suppes had positive comments on the new library sign outside. It was noted that Jeannie Coulter is Bingham Township's new trustee and secretary, replacing Marge Johnson who resigned in August.

**VI. OLD BUSINESS**

- a. **Lites, Bites and Books Gala**- Chaplin reported that Kelly Slater met with the committee and Jane Suppes was present representing the library. Marketing is to be done before Chaplin leaves.

- b. Entrance and Side Concrete Work(Related Village Improvements)-**  
Chaplin- will be done soon.
- c. Annual Book Sale Final Results-** See Above. Comment made as to revising the pricing situation.....donation vs. number of books that would be allowed in this case.
- d. Annual Fire Inspection Corrections/Schedule for 2020- Chaplin.**  
Completed.
- e. Audit Firm Retention Confirmed-**Graves reported that the Tobin firm been hired.

## **VII. NEW BUSINESS**

- a. Brad Chaplin Retirement (Director Search)** Search committee of seven has been formed and made up with some board members and former board members to include Clix Hereema, John Krug, Sue Gentges, Sandy Boone Jeannie Coulter, Jim Shannahan and Susan Hoff. Application deadline is set for October 28. Discussion on candidates on Oct. 3 at 9:00 a.m. Hiring on October 19. Dates are flexible depending on number of applications and availability of candidates.
- b. Marge Johnson Resignation** -Jeannie Coulter, former board member and from Bingham has agreed to fill in until the Bingham term ends in March 2020.
- c. Chamber of Commerce Monthly Report- Gentges-** Eighteen people present at last meeting. New manager at 5th/3rd Bank. School has requested a Homecoming Parade on October 7th. Christmas trees available Nov. 20. New staff printer available at the Leelanau Enterprise. Next meeting on Oct. 1 at 5:30-6:00 p.m. with election of officers.

## **VIII. TREASURER'S REPORT (July & August)**

Not available as well as September. All will be available in October.

## **IX. OTHER REPORTS**

- a. Library Director's Report -Chaplin-** Summer Programs have been set for 2020 with contacts made at State Program Conference. Some programs have been set in conjunction with Elk Rapid's Library to cut costs. There will be a new director Of the Northland Library Cooperative. Banned Books Week is September 22nd to September

28th. Possibility of a new “Suttons Bay Reads” in conjunction with Bay Books bookstore.

- b. Township Reports** - Boone voiced her unhappiness to board member names being used to express a patron’s dissatisfaction with the library.
- c. Landscaping and Maintenance** -Chaplin- Funds for maintaining garden provided by the Friends.

## **X. OTHER COMMENTS:**

### **a. Board comments:**

1. Those seeking directorship do have access to job description packet

2. Sandy Boone visited the new Interlochen Library and gave positive comments on its set-up including sound deadening equipment and quiet room. Discussion as to seeking Library Design Companies to help us in the future.

**MEETING ADJOURNED: @10:00 a.m. by president John Krug. Sandy Boone Moved and seconded by Barbara Graves**

Submitted by Jeannie Coulter, Secretary