

MARCH 17, 2021 AGENDA

SUTTONS BAY-BINGHAM DISTRICT LIBRARY
Board of Trustees Monthly Meeting via ZOOM
March 17, 2021 9:30 am.

- I. CALL TO ORDER and ROLL CALL
- II. AGENDA CHANGES and APPROVAL
- III. PUBLIC COMMENTS
- IV. SECRETARY'S REPORT - Coulter
- V. TREASURER'S REPORT - Graves

During the last twelve months our financial balance increased by \$98,900. This is in part because the library has been closed a good deal due to the pandemic, which reduced many expenses, such as a payroll, supplies, and utilities. There were no unusual bills or expenses. There were three electronic transfers to pay utility bills, one for monthly Zoom fees, and thirteen to cover payroll. Checks 14769 to 14788 were written to cover pending bills. We are still within our budget for the year.

We are beginning the budgeting process for the year beginning July 1, 2021

Expenses will be up a little as the library opens. Financially we are doing just fine.

VI. OLD BUSINESS

- A. Progress on annual budget to be presented to the BOT on April 21-
Graves
- B. Community room clearing and usage - Danke
- D.

VII. NEW BUSINESS

- A. In person board meetings
- B. Appointment of library director evaluation committee
- C. Foster Swift Policy and Procedures (P&P) SBBDL BYLAWS
review - 5 pages
- D.

VIII. REPORTS

- A. Library Director's Report — Danke
- B. Friends — Shannahan
- C. Townships and Village Reports -
Graves/Albrecht, Gentges/Boone, Coulter/Gregory
- D. Chamber of Commerce Report -
- E. Landscaping and Maintenance — Danke
- F. BOT Final Comments — All
- G. Public comment

IX. MOTION TO ADJOURN — Boone

Note: Next regularly scheduled meeting, April 21, 2021. 9:30 AM
Quorum required. Contact Boone ([231-409-0524](tel:231-409-0524)) if unable to attend.