



## South Haven Memorial Library November 10, 2020 Minutes

### Members:

Catherine Jarvie –President  
Lois Howard –Vice President  
Marilyn Bertorelli –Treasurer  
Ida Sledge -Secretary

Jean Stein – Trustee  
Marge Lampe-Trustee  
Elaine Shumaker- Trustee

**(A Zoom board meeting was held due to the Coronavirus pandemic)**

Also Present: James France, Director

**Call to order:** The meeting was called to order by president, C. Jarvie at 7:00 p.m.

**Approval of minutes meeting on October 13, 2020:** Motion for approval by L. Howard supported by J. Stein. Motion carried. **Approval of minutes for special meeting on** October 20, 2020: Motion for approval by M. Bertorelli supported by M. Lampe. Motion carried. **Approval of minutes for special meeting on** October 23, 2020: Motion for approval by C. Jarvie supported by L. Howard. Motion carried. Copies will be sent to city council.

**Approval of agenda for November 10, 2020:** Motion for approval by M. Bertorelli supported by C. Jarvie. Motion carried.

**Public Comments:** None

**Treasurer's report:** **Total income:** \$162,921.85, **Total expenses:** \$26,237.32 (October 2020), **Vendors' bills** totaled \$11,327.78 for the month. **Debit card:** \$1,041.55, **October 2020 Payroll:** \$15,526.68, **Library/SS/Medicare:** \$1,178.23. Reports emailed to board members for review. Motion to pay vendor bills by J. Stein supported by L. Howard. Motion carried.

### **Director's Report:**

- ❖ *Renovation Update*
  - Finalization of contract, schedule, and loan closing not completed, still in progress.
- ❖ *Moving Update*
  - Continue sorting and packing
  - Extra furniture- considering donations vs. pricing items
  - Closing October 26<sup>th</sup> for 2-3 weeks. One more week of working and the main floor should be ready to accept some patrons at the temporary location. Still looking for volunteers to help continue the moving process. Suggestion-perhaps churches could provide some assistant
  - After further checking, we have to have bathrooms open to the public
  - Still need outdoor drop box
  - Mel is shut down

**Correspondence:** None

**Old Business:** None

### **New Business:**

- ❖ Review Employee Health Benefit Plan
  - J. France presented a letter from the state treasurer explaining the cap amount the library can contribute to health care plans
  - Presented 2021 *Health Care Proposals* from **Liberty Union**, the current carrier, **Priority Health**, and **Blue Care Network**. Additional details of plans will be emailed to board members for review.

**Board Comments:** Compliments extended to employees and J. France for working through this moving process. We still need to move money to other accounts for money will be *protected*. M. Bertorelli will check the money market and report findings at the December meeting.

**Adjournment:** Motion to adjourn by C. Jarvie supported by I. Sledge. Meeting adjourned at 7:38.

**Next regular meeting: December 8, 2020**

**Respectfully submitted,**  
**Ida Sledge, Secretary**