



South Haven Memorial Library December 11, 2018 Minutes

Members:

Catherine Jarvie -President
Lois Howard -Vice President
Marilyn Bertorelli -Treasurer

Ida Sledge -Secretary
Robin McAlear -Trustee
Jean Stein - Trustee (Absent)
Vikke Andersen - Trustee (Absent)

Also Present: Elaine Fluck, and James France, Director

Call to order: The meeting was called to order by president, C. Jarvie at 7:02 p.m.

Approval of minutes for November 13, 2018: Motion for approval by L. Howard supported by R. McAlear. Motion carried. A copy will be sent to city council.

Approval of agenda for December 11, 2018: Motion for approval by M. Bertorelli supported by C. Jarvie. Motion carried.

Public Comments: None

Treasurer's report: Total income \$69,938.98, total expenses \$34,527.79. (**Nov. 2018**) *Not actual – Needs to be adjusted to reflect millage for renovations (separate budget)*. Current budget amounts were reviewed. Vendors' bills totaled \$16,052.68 for the month. (Debit card \$43.60) Motion to pay vendor bills by L. Howard supported by I. Sledge. Motion carried.

Director's Report: Jim updated the board on recent library activities, and upcoming events. January 10, 2019 Friends of the Library meeting @ 7pm. February 2, 2019 Ice Breaker. See the web site for additional activities/information. www.shmlibrary.org.

Correspondence: None

Old Business:

New Business: Director, J. France presented draft of *Media and Public Relations Policy*. Open discussion. Board will review and vote at the January, 2019 meeting.

Board Comments: None

Adjournment: Meeting adjourned at 7:26 p.m.

Next regular meeting: January 8, 2019

Respectfully submitted,
Ida Sledge, Secretary