



## South Haven Memorial Library March 10, 2020 Minutes

### Members:

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

Ida Sledge -Secretary  
Marge Lampe -Trustee  
Jean Stein - Trustee (Absent)  
Vikke Anderson-Trustee

**Also Present:** James France, Director, Evan LeDuc, and Elaine Fluck

**Call to order:** The meeting was called to order by president, C. Jarvie at 7:05 p.m.

**Approval of minutes for February 11, 2020:** Motion for approval by L. Howard supported by C. Jarvie. Motion carried. A copy will be sent to city council.

**Approval of agenda for March 10, 2020:** Motion for approval by L. Howard supported by C. Jarvie. Motion carried.

**Public Comments:** Special thank you to J. France for ordering the requested book, *The Genius of Women*.

**Abonmarche Update:** Evan DeLuc, from Abonmarche, reviewed plans and updated the board with open questions and discussion. Plans still have to be submitted to the USDA (United States Department of Agriculture) for review and approval. Plan to use the lower level of city hall during construction. Projected usage dates: *September 2020 until June 2021*. Will need to address the 2020 elections.

### *\*Tentative Schedule:*

March 12-Bid packets to USDA and city for review.  
May 1<sup>st</sup> -22<sup>nd</sup> Prepare for bids.  
June 1<sup>st</sup> Award Bid  
September (After Labor Day) Start Construction  
April 1<sup>st</sup> -10<sup>th</sup> 2021 Substantial Completion  
May 1, 2021 Final Completion

### **Treasurer's report:**

*Revised/corrected for January 2020. Total income:* \$29,533.58, *Total expenses:* \$34,149.60.

**Feb. 2020 Total income:** \$26,083.72, **Total expenses:** \$32,042.08. **Vendors' bills:** \$13,031.35, **February 2020 Payroll:** \$17,806.79, **Library SS/Medicare:** \$ 1,357.43, **Debit card:** \$133.03. Current budget amounts were reviewed. Motion to pay vendor bills by C. Jarvie supported by M. Lampe. Motion carried.

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

- Summer Reading Program June -July. Still working on details.
- Planning to have the Seed Library in April. *The goal* is to have patrons come, get seeds to plant, save the seeds and return seeds to the library for planting.
- Due to the upcoming construction, we will not be taking book donations for the annual book sale, if we have this activity this year.
- Items to consider: relocation during construction, time to move, set up, and loss of community room.
- Refer to the web site for other upcoming spring activities. [www.shmlibrary.org](http://www.shmlibrary.org).

**Correspondence:** None

**Old Business:** None

**New Business:** None

**Board Comments:** *Community activities:* March 11<sup>th</sup> The Southwest Michigan Land Conservancy will have presentations and stories about the Black River. Desserts will be served in the community room. March 14<sup>th</sup> enjoy an evening of Chocolate, Wine & Jazz @ Lake Michigan College, South Haven Campus 7-9 p.m.

**Adjournment:** Meeting adjourned at 7:48 p.m.

**Next regular meeting: April 14, 2020**

Respectfully submitted,  
Ida Sledge, Secretary