



## South Haven Memorial Library June 11, 2024 Minutes

### Members:

Liz Smith –President  
Jean Stein –Vice President - Absent  
Marilyn Bertorelli –Treasurer  
Marge Lampe - Secretary

Ida Sledge – Trustee - Absent  
Gretchen Sprietzer – Trustee  
Elaine Shumaker- Trustee

Also Present: Elaine Fluck, James France, director

**Call to order:** The meeting was called to order by president, L. Smith at 7:06 p.m.

**Approval of minutes for meeting on May 14, 2024:** Motion to approve E, Shumaker; all in favor; motion carried. A copy will be sent to city council.

**Approval of agenda for June 11, 2024:** Motion to approve agenda by M. Bertarelli; motion carried.

**Public Comments:** None

**Treasurer's report:** Operations-**Total income:** \$45,748.68. **Total expenses:** \$37,633.32, **Vendor's bills** totaled \$41,754.35 for April. Motion to pay vendor bills by M. Lampe, all in favor; motion carried.

**Renovation Budget Report:** Total Income: \$19,086.90; Total Expenses: \$21,281.87

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

- Overdrive checkouts-842; MEL Borrowed 362, Loaned 61; Patrons through doors: 3,818. Small meeting room uses: 104; Community Room uses: 433
- Fencing for the back edge of the property to protect people from falling over the high curb has been ordered. It is 10 weeks before delivery.
- Interactive game tables have arrived: one for children, one for teens.
- Rails for artwork display are in.
- Windows were professionally cleaned. This will become an annual event.
- June 10: Summer program began for children, teens, and adults. The children's room was decorated by one of the new employees. Consideration for seasonal décor going forward. A postcard describing the offering for the summer was designed and printed for distribution.
- Programs:
  - June 11: South Haven Strummers: Uke lessons (began the evening of the board meeting and appears to be well attended.
  - June 17: Glow in the Dark Paint Project
  - June 20: Michigan Paranormal Investigators
  - June 24: Capone's Playground by Chris Lyon
- Summer reading programs will end July 26 and post-summer programs are in development.

**Correspondence:** Board members received letters from Aric Nesbitt thanking them for their community service during June: Library Recognition Month.

### **Old Business:**

- E. Shumaker and M. Bertorelli met with Honor Credit Union to move the funds in the HCU Bus Adv Ck 139533 account to a CD which will accrue 5.18% interest over 5 months.
- G. Sprietzer presented an RFP draft to board members. Finance Committee is tasked with creating a list of financial advisors to send RFP to. J. France will draft an introductory letter to send with RFP. Discussion determined the amount to invest to be \$1.5 million to cover operating expenses and loan repayment obligations.

**New Business:**

- FY24 Budget Amendments: J. France presented budget amendments for the current FY, made specifically due to higher revenues. G. Sprietzer moves to approve budget amendments; all in favor, motion carries.
- FY 25 Renovation Budget: J. France submitted renovations budget for FY25. M. Lampe moves to approve this budget, all in favor, motion carries.
- FY25 Budget: J. France presents the operations FY25 budget. G. Sprietzer moves to adopt FY25 budget, all in favor, motion carries.
- L. Smith presented proposed slate of officers for FY25. Slate will be voted on at July's meeting and include any nominations from the floor.
  - Liz Smith: President
  - Jean Stein: Vice President
  - Marily Bertorelli: Treasurer
  - Marge Lampe: Secretary

**Board Comments:**

- L. Smith Asks if book budget remains adequate: J. France reports that it is.
- J. France reported that the library has received donations totaling \$4.000 designated for cat (Malcolm) care as he is being treated for a skin problem.

**Adjournment:** Motion to adjourn by G, Sprietzer, all in favor. Meeting adjourned at 8:08PM.

**Next regular meeting: July 9, 2024 – 7:00 PM**

**Respectfully submitted,  
Margery Lampe, Secretary**