

Benton Harbor Public Library Board Meeting
July 19, 2022

Minutes

PRESENT:

Mamie Yarbrough: Board President, Treasurer, and Member of the Finance Committee
Richard S. Hensel: Board Vice President and member of the Finance Committee
Board Members: Ethel Clark-Griffin, Dyann Chenault, Edward Isom

EXCUSED:

Marian Tripplett

CALL TO ORDER/ROLL CALL

The meeting was called to order at 4:10 pm by President Mamie Yarbrough

Minutes of June Meeting

A **motion** was made by Mr. Hensel and seconded by Ms. Chenault to accept the June Meeting Minutes.

MOTION CARRIES

Monthly Bills for June

A **motion** was made by Ms. Chenault and seconded by Mr. Isom to pay the June bills.

ROLL CALL

Ms. Clark-Griffin – Yes

Mr. Isom – Yes

Ms. Chenault – Yes

Mr. Hensel – Yes

Ms. Yarbrough - Yes

MOTION CARRIES

DIRECTOR'S REPORT:

A **motion** was made by Ms. Chenault and seconded by Mr. Isom to make budget changes to FY 2021-2022 as listed below in the Director's Report as follows:

- a. Take \$19.87 from line item 712-000 Unemployment taking its total from \$90.00 to \$70.13 and move it to Workers' Compensation taking its total from \$500.00 to \$519.87.
- b. Take \$430.00 from line item 727-000 Office Supplies taking its total from \$6600.00 to \$6170.00 and move it to line item 790-001 Cyber Security taking its total from \$3396.00 to \$3826.00.
- c. Take \$85.45 from line item 817-000 Consultant taking its total from \$500.00 to \$414.55 and move it to line item 880-000 Community Promotion taking its total from \$1000.00 to \$1085.45.
- d. Take \$4813.50 from line item 702-000 Salaries & wages taking its total from \$357,000 to \$352,186.50 and move it to line item 881-000 Capitalized Assets taking its total to \$14,813.50.
- e. Take \$1395.18 from line item 933-000 Building Maint. Plumb, Electric taking its total from \$12,000 to \$10,605 and move it to line item 923-000 Heat taking its total to \$17,895.18.
- f. Take \$56.71 from line item 931-050 taking its total from \$1740.00 to \$1683.29 and move it to line item 927-000 Water taking its total to \$2414.11.

ROLL CALL

Ms. Yarbrough – Yes

Mr. Hensel – Yes

Ms. Chenault – Yes

Mr. Isom – Yes

Ms. Clark-Griffin – Yes

MOTION CARRIES

A motion was made by Ms. Chenault and seconded by Mr. Hensel to approve the part-time Accounting Position.

ROLL CALL

Ms. Clark-Griffin – Yes

Mr. Isom – Yes

Ms. Chenault – Yes

Mr. Hensel – Yes

Ms. Yarbrough - Yes

MOTION CARRIES

A **motion** was made by Ms. Chenault and seconded by Mr. Hensel to approve the Adult Department Programming Coordinator & Outreach Specialist position on page 31 in July Board Report with changes.

ROLL CALL

Ms. Clark-Griffin – Yes

Mr. Isom – Yes

Ms. Chenault – Yes

Mr. Hensel – Yes

Ms. Yarbrough - Yes

MOTION CARRIES

A **motion** was made by Ms. Chenault and seconded by Mr. Isom to approve the Library Circulation Supervisor position on page 31 in the July Board Report with changes.

ROLL CALL

Ms. Yarbrough – Yes

Mr. Hensel – Yes

Ms. Chenault – Yes

Mr. Isom – Yes

Ms. Clark-Griffin - Yes

MOTION CARRIES

A **motion** was made by Ms. Chenault and seconded by Mr. Isom to allow Author Georgia Moss to sell books at the Author Event.

MOTION WITHDRAWN

A **motion** was made by Ms. Chenault and seconded by Mr. Isom that any Library sponsored event with an author selling books, the Author will not be charged.

ROLL CALL

Ms. Clark-Griffin – Yes

Mr. Isom – Yes

Ms. Chenault – Yes

Mr. Hensel – Yes

Ms. Yarbrough - yes

MOTION CARRIES

ADJOURN

Meeting was adjourned at 5:50pm.

Respectfully submitted by Administrative Secretary Yvette Moore.