

**Benton Harbor Public Library Board Meeting**  
**November 16,**  
**2021**  
**MINUTES-Draft**

**PRESENT:**

Mamie L. Yarbrough: Board President, Treasurer, and member of the Finance Committee

Richard S. Hensel : Board Vice President and member of the Finance Committee

Board Members: Marian Tripplett, Ethel Clark-Griffin, Dyann Chenault, Edward Isom, Larry Nielsen

Steve Bryer, CPA: Siegfried Crandall

**CALL TO ORDER/ROLL CALL:**

The meeting was called to order at 4:04 pm by President Yarbrough.

**ROLL CALL**

Marian Tripplett

Mamie Yarbrough

Ethel Clark-Griffin

Larry Nielsen

Edward Isom

Dyann Chenault

Richard Hensel (4:45 pm)

**Minutes of October Meeting:**

**A motion** was made by Larry Nielsen and seconded by Dyann Chenault to accept the October Board Meeting Minutes.

**MOTION CARRIES**

**Audit Presentation:**

**A motion** was made by Larry Nielsen and seconded by Marian Tripplett to accept the June 30<sup>th</sup>, 2021 Audit Report and 2 recommendations.

**ROLL CALL**

Marian Tripplett – Y

Mamie Yarbrough – Y

Edward Isom – Y

Dyann Chenault – Y

Ethel Clark-Griffin – Y

Larry Nielsen – Y

**MOTION CARRIES**

**A motion** was made by Dyann Chenault and seconded by Ethel Clark-Griffin to pay the October bills.

**MOTION CARRIES**

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

**A motion** was made by Dyann Chenault and seconded by Marian Tripplett to change the operating hours starting in March to Monday-Thursday 10-7, Friday 10-5 and Saturday 10-4.

**MOTION CARRIES**

**A motion** was made by Dyann Chenault and seconded by Ethel Clark-Griffin to allow Director Kat Boyer to spend up to \$3250 to provide holiday bonuses to all staff members included in the payroll period in December.

**MOTION CARRIES**

#### **Financial Reports:**

**A motion** was made by Larry Nielsen and seconded by Edward Isom to raise line item 790-C Cyber Security from \$2000 to \$4000, an overall raise in the budget that will be offset by the higher than budgeted amount we received for Penal Fines.

**MOTION CARRIES**

**A motion** was made by Richard Hensel and second by Edward Isom reaffirm the mask policy through the next Board Meeting.

**MOTION CARRIES**

**A motion** was made by Dyann Chenault and seconded by Ethel Clark-Griffin to accept the Beaudoin Electrical Construction proposal.

**MOTION CARRIES**

**A motion** was made by Larry Nielsen and seconded by Dyann Chenault to accept the R. W. Lapine proposal as long as it is compatible to future improvements to the system.

#### **ROLL CALL**

Larry Nielsen – Y

Ethel Clark-Griffin – Y

Dyann Chenault – Y

Edward Isom – Y

Mamie Yarbrough – Y

Rich Hensel – Y

**MOTION CARRIES**

**A motion** was made by Richard Hensel and seconded by Ethel Clark-Griffin to move to

extend the 401(k) retirement plan to employees who on average are scheduled for 20 hours per week and keep current 3% match.

**MOTION CARRIES**

**Adjournment:**

Meeting adjourned 5:48 pm

Respectfully Submitted by Administrative Secretary Yvette Moore