Benton Harbor Public Library Board Meeting

June 16, 2020

Minutes

This meeting was conducted remotely

**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

Noreen Szymanski: Board Secretary and Member of the Finance Committee

Board Members: Dyann Chenault, Ethel Clark-Griffin, Marian Tripplett

Director: Kat Boyer

Secretary: Yvette Moore

**ABSENT:**

Board Member: Edward Isom

**CALL TO ORDER/ROLL CALL**

The meeting was called to order at 4:07 pm by President Yarbrough.

**A motion** was made by Dyann Chenault and seconded by Richard Hensel to approve the May Meeting Minutes and to amend the minutes with a note that the meeting was conducted electronically.

**ROLL VOTE:**

Ethel Clark-Griffin: Yes

Mamie Yarbrough: Yes

Dyann Chenault: Yes

Noreen Szymanski: Yes

Richard Hensel: Yes

**MOTION PASSED**

**FINANCIAL REPORTS**

**A motion** was made by Richard Hensel and seconded by Dyann Chenault to pay the May bills.

**ROLL VOTE:**

Ethel Clark-Griffin: Yes

Noreen Szymanski: Yes

Dyann Chenault: Yes

Mamie Yarbrough: Yes

Richard Hensel: Yes

**MOTION PASSED**

**DIRECTOR’S REPORT:**

**A motion** was made by Dyann Chenault and seconded by Ethel Clark-Griffin to adopt the Library’s Reopening Policy & Plan.

**ROLL VOTE:**

Marian Tripplett: Yes

Ethel Clark-Griffin: Yes

Noreen Szymanski: Yes

Mamie Yarbrough: Yes

Dyann Chenault: Yes

Richard Hensel: Yes

**MOTION PASSED**

**A motion** was made by Dyann Chenault and seconded by Marian Tripplett to adopt the Preparedness Plan prepared by Foster & Swift.

**ROLL VOTE:**

Ethel Clark-Griffin: Yes

Marian Tripplett: Yes

Noreen Szymanski: Yes

Dyann Chenault: Yes

Mamie Yarbrough: Yes

Richard Hensel: Yes

**MOTION PASSED**

**END OF YEAR BUDGET:**

**A motion** was made by Richard Hensel and seconded by Dyann Chenault to accept the End of Year budget as presented. Discussion ensued.

**MOTION WITHDRAWN**

**FY 2020-2021 BUDGET:**

**A motion** was made by Richard Hensel and seconded by Dyann Chenault to accept the FY 2020-2021 Budget with a change to line item 826-000 raising it from $1000 to $2000.

**ROLL VOTE:**Mamie Yarbrough: Yes

Dyann Chenault: Yes

Noreen Szymanski: Yes

Ethel Clark-Griffin: Yes

Marian Tripplett: Yes

Richard Hensel: Yes

**MOTION PASSED**

**OLD BUSINESS**

**HANDBOOK CHANGES**

**A motion** was made by Dyann Chenault and seconded by Marian Tripplett to accept the proposed changes to Retirement Benefits (section 4.9 of the Employee Handbook).

**ROLL VOTE:**

Dyann Chenault: Yes

Noreen Szymanski: Yes

Ethel Clark-Griffin: Yes

Marian Tripplett: Yes

Mamie Yarbrough: Yes

Richard Hensel: Yes

**MOTION PASSED**

**NEW BUSINESS**

**A motion** was made by Dyann Chenault and seconded by Richard Hensel that the Benton Harbor Public Library agrees to the AARP SCSEP MOU Renewal with the included caveat that the SCSEP program participants agree to follow the Library Director’s Infectious Disease guidelines.

**ROLL VOTE:**

Marian Tripplett: Yes

Ethel Clark-Griffin: Yes

Noreen Szymanski: Yes

Dyann Chenault: Yes

Mamie Yarbrough: Yes

Richard Hensel: Yes

**MOTION PASSED**

**Board Officer Elections**

**A motion** was made by Rich Hensel and seconded by Noreen Szymanski to nominate and elect Mamie Yarbrough for President/Treasurer of the Board.

**A motion** was made by Mamie Yarbrough and seconded Noreen Szymanski to nominate and elect Richard Hensel for Vice President of the Board.

**A motion** was made by Mamie Yarbrough and seconded by Richard Hensel to nominate and elect Noreen Szymanski for Secretary of the Board.

**ROLL VOTE:**

Mamie Yarbrough: Yes

Dyann Chenault: Yes

Ethel Clark-Griffin: Yes

Marian Tripplett: Yes

Richard Hensel: Yes

**MOTION PASSED**

**ADJOURNMENT**

Meeting was adjourned at 5:53 pm.

Respectfully submitted by Library Director Kat Boyer and Administrative Secretary Yvette Moore.