

Benton Harbor Public Library Board Meeting
Special Board Meeting
June 28th, 2023

Minutes

PRESENT:

Mamie L. Yarbrough Board President and member of the Finance Committee
Richard S. Hensel: Board Vice President and member of the Finance Committee
Marian Tripplett: Board Secretary
Board Members: James Gunter, Toni Rabbers, Edward Isom

CALL TO ORDER/ROLL CALL

The meeting was called to order at 5:19 pm President Mamie Yarbrough

MINUTES OF THE MAY MEETING:

A **motion** was made by Mr. Isom and seconded by Ms. Rabbers to accept the May Meeting Minutes.

MOTION CARRIES

MONTHLY BILLS FOR MAY:

A **motion** was made by Mr. Hensel and seconded by Ms. Tripplett to pay the May bills.

MOTION CARRIES

DIRECTOR'S REPORT:

BUDGET CHANGES:

INCOME:

A **motion** was made by Mr. Isom and seconded by Mr. Gunter to accept the payment of \$73, 736.29 in Local Community Stabilization Act money from the city and also to allocate that amount to the correct line item 271-000-573-000.

MOTION CARRIES

A **motion** was made by Mr. Isom and seconded by Mr. Hensel to accept the \$51, 366.49 in payment from the Revolving fund from the City. This money will be applied to our City income Tax Line 271-000-402-000.

MOTION CARRIES

A **motion** was made by Mr. Hensel and seconded by Mr. Isom to raise the estimated \$155,887.28 to Penal Fines line item 271-000-658-000.

MOTION CARRIES

A **motion** was made by Mr. Hensel and seconded by Ms. Rabbers to approve the change to line item 271-000-557-000 State Grants and should now read \$23,640.00.

MOTION CARRIES

A **motion** was made Mr. Hensel and seconded by Ms. Rabbers to approve the change to line item 271-000-674-005 General Restricted Contributions and should now read \$50,050.92.

MOTION CARRIES.

EXPENSES:

A **motion** was made by Ms. Tripplett and seconded by Ms. Rabbers to approve the change to line item 271-790-719-000 and should read \$1250.

MOTION CARRIES

A **motion** was made by Ms. Tripplett and seconded by Mr. Isom to adopt a corrected figure of \$8275 for line item 271-790-722-000 Retirement Contributions.

MOTION CARRIES

A **motion** was made by Mr. Isom and seconded by Ms. Rabbers to amend line item 271-790-790-000 Electronic Subscriptions to \$17,500.

MOTION CARRIES

A **motion** was made by Ms. Rabbers and seconded by Ms. Tripplett to increase line item 271-790-932-025 Building Maint. Repairs to \$17,500.

MOTION CARRIES

A **motion** was made by Mr. Gunter and seconded by Ms. Rabbers to reduce line item 271-790-933-00 Building Maint. Plumbing and electric to \$9000 because most of our building projects were classified under line item 271-790-932-000 as repairs rather than general plumbing and electric work.

MOTION CARRIES

A **motion** was made by Ms. Rabbers and seconded by Mr. Isom that line item 271-792-956-005 General Restricted has been update to \$42,000 to account for spending on programs including Launchpad 022.

MOTION CARRIES

A **motion** was made by Mr. Gunter and seconded by Mr. Hensel to adopt the FY 2023-2024 Budget by line item with corrections.

ROLL CALL

Mr. Gunter Y
Mr. Hensel Y
Ms. Yarbrough Y
Ms. Tripplett Y
Ms. Rabbers Y
Mr. Isom Y

MOTION CARRIES

A **motion** was made by Mr. Hensel and seconded by Mr. Isom to accept the FY 2022-2023 Audit engagement letter from Siegfried Crandall.

ROLL CALL

Mr. Gunter Y
Mr. Hensel Y
Ms. Yarbrough Y
Ms. Tripplett Y
Ms. Rabbers Y
Mr. Isom Y

MOTION CARRIES

A **motion** was made by Mr. Hensel and seconded by Ms. Tripplett to approve Director Boyer to post the Library Clerk Level 2 position at 30 hours a week, \$13.50 an hour.

MOTION CARRIES 1 abstain

ADJOURN

Meeting was adjourned at 6:38 pm.

Respectfully submitted by Administrative Secretary Yvette Moore.