

Benton Harbor Public Library Board Meeting

June 15, 2021

MINUTES

DRAFT

This meeting was conducted remotely on Zoom due to the COVID-19 pandemic.

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, Edward Isom

Absent/excused Dyann Chenault

CALL TO ORDER/ROLL CALL:

The meeting was called to order at 4:05 pm by President Yarbrough.

ROLL CALL:

Ethel Clark-Griffin: City of Benton Harbor, County of Berrien, COVID-19

Marian Tripplett: Benton Charter Township, County of Berrien, COVID-19

Mamie L. Yarbrough: City of Benton Harbor, County of Berrien, COVID-19

Richard S. Hensel: Coloma Charter Township, County of Berrien, COVID-19

Edward Isom: City of Benton Harbor, County of Berrien, COVID-19

Minutes of May Meeting:

A motion was made by Marian Tripplett and seconded by Richard Hensel to accept the May meeting minutes with revisions.

ROLL VOTE:

Marian Tripplett Yes

Ethel Clark-Griffin Yes

Mamie Yarbrough Yes

Rich Hensel Yes

MOTION CARRIES

A motion was made by Rich Hensel and seconded by Marian Tripplett to pay the May Bills.

ROLL VOTE:

Marian Tripplett	Yes
Ethel Clark-Griffin	Yes
Mamie Yarbrough	Yes
Rich Hensel	Yes
Edward Isom	Yes

MOTION CARRIES

Director's Report:

A motion was made by Richard Hensel and seconded by Edward Isom to approve a \$500 grant request to the Sunrise Rotary.

ROLL VOTE:

Edward Isom	Yes
Marian Tripplett	Yes
Ethel Clark-Griffin	Yes
Mamie Yarbrough	Yes
Rich Hensel	Yes

MOTION CARRIES

A motion was made by Marian Tripplett and seconded by Edward Isom to apply for the M.I. Hope Grant up to \$15,000.

ROLL VOTE:

Mamie Yarbrough	Yes
Marian Tripplett	Yes
Edward Isom	Yes
Ethel Clark-Griffin	Yes
Rich Hensel	Yes

MOTION CARRIES

A motion was made by Edward Isom and seconded by Marian Tripplett to apply to the Library of Michigan for an American Rescue Plan Act grant to purchase a new bookmobile.

ROLL VOTE:

Mamie Yarbrough	Yes
Ethel Clark-Griffin	Yes
Marian Tripplett	Yes
Edward Isom	Yes
Richard Hensel	Yes

MOTION CARRIES

A motion was made by Rich Hensel and seconded by Edward Isom to look at information about different Audit Firms and to make a choice.

ROLL VOTE:

Ethel Clark-Griffin	Yes
Marian Tripplett	Yes
Edward Isom	Yes
Mamie Yarbrough	Yes
Rich Hensel	Yes

MOTION CARRIES

A motion was made by Marian Tripplett and seconded by Rich Hensel to continue to require patrons and/or staff to wear masks after July 1st.

ROLL VOTE:

Mamie Yarbrough	Yes
Ethel Clark-Griffin	Yes
Edward Isom	Yes
Marian Tripplett	Yes
Richard Hensel	Yes

MOTION CARRIES

A motion was made by Rich Hensel and seconded by Ethel Clark-Griffin to adopt the amended FY 2020-2021 Budget including the changes listed below:

1. Increasing line item 727-000 Office Supplies to \$8000. We had to
2. Purchase more library cards and this increase will cover the cost.
3. Reduce line item 775-000 R&M Supplies to \$2500.
4. Increase line item 788-000 Newspapers to \$1000.
5. Increase line item 802-000 Prof. Services Auditor to \$7500.
6. Increase line item 826-000 Prof. Services Legal to \$3000.
7. Increase line item 850-000 Telephone to \$2750.
8. Reduce line item 850-I Internet to \$600.
9. Increase line item 950-000 Insurance & Bonds to \$6500.
10. Increase line item 932-025 Building Maint. & Repairs to \$15,500.
11. Reduce line item 933-000 Building Maint. Plumbing & Electric to
12. \$13,500.
13. Increase line item 740-688-G Other Income General Restricted to
14. \$20,101.
15. Increase line item 940-688 G Other Expenses General Restricted to \$23,000.

ROLL CALL

Ethel Clark-Griffin	Yes
Edward Isom	Yes
Marian Tripplett	Yes
Mamie Yarbrough	Yes
Richard Hensel	Yes

MOTION CARRIES

A motion was made by Richard Hensel and Marian Tripplett to adopt the FY 2021-2022 Budget balanced for revenues and expenditures as propose.

ROLL CALL

Marian Tripplett Yes
Ethel Clark-Griffin Yes
Mamie Yarbrough Yes
Edward Isom Yes
Richard Hensel Yes

MOTION CARRIES

End of Year Resolution

A motion was made by Richard Hensel and seconded by Edward Isom that the Benton Harbor Public Library Board of Trustees confirms all decisions taken in the FY 2020-2021 as documented in the minutes.

ROLL CALL

Edward Isom Yes
Marian Tripplett Yes
Ethel Clark-Griffin Yes
Mamie Yarbrough Yes
Rich Hensel Yes

MOTION CARRIES

Adjournment:

Meeting adjourned 5:59 pm

Respectfully Submitted by Administrative Secretary Yvette Moore