

Benton Harbor Public Library Board Meeting
May 30th, 2023

Minutes

PRESENT:

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

EXCUSED:

Mamie Yarbrough,

CALL TO ORDER/ROLL CALL

The meeting was called to order at 4:09 Vice- President Richard Hensel

MINUTES OF THE APRIL MEETING:

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

MOTION CARRIES

AMEND THE AGENDA:

A **motion** was made by Ms. Tripplett and seconded by Ms. Rabbers to amend the Agenda to discuss Executive Director's Evaluation.

MOTION CARRIES

MONTHLY BILLS FOR APRIL:

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

MOTION CARRIES

DIRECTOR'S REPORT:

A **motion** was made by Ms. Rabbers and seconded by Ms. Tripplett to approve with changes the Circulation Supervisor Job Description.

MOTION CARRIES

A **motion** was made by Mr. Gunter and seconded by Ms. Tripplett to hold a public meeting of the Executive Committee to discuss the policies and documents for the Launchpad 022.

MOTION CARRIES

A **motion** was made by Mr. Gunter and seconded by Ms. Rabbers to adopt the change to include the American Funds Target Date funds as part of the Library's Retirement Plan.

MOTION CARRIES

A **motion** was made by Ms. Rabbers and seconded by Mr. Isom to accept the Integrated Control System Proposal from R.W. LaPine Inc.

MOTION CARRIES

A **motion** was made by Ms. Tripplett and seconded by Mr. Gunter to accept the Confidentiality Policy of Library Records.

MOTION CARRIES

A **motion** was made by Ms. Tripplett and seconded by Mr. Gunter to support the Materials Selection Policy as presented and this supersedes any previous Policy.

MOTION CARRIES

A **motion** was made by Ms. Tripplett and seconded by Ms. Rabbers to take \$1000 from 755-000 R&M Supplies taking its total from \$6000 to \$5000 and move it to line item 790-000 Electronic Subscriptions.

MOTION CARRIES

A **motion** was made by Mr. Gunter and seconded by Ms. Rabbers to take \$500 from line item 826-000 Legal taking its total from \$2000 to \$1500 and move it to 880-000 Community Promotion taking its total from \$1500 to \$2000.

MOTION CARRIES

A **motion** was made by Mr. Gunter and seconded by Mr. Isom to take \$100 from line item 722-000 Retirement Contribution taking its total from \$13,247.37 to \$13147.37 and move it to 712-000 Unemployment taking its total from \$75.00 to \$175.00.

MOTION CARRIES

A **motion** was made by Mr. Gunter and seconded by Ms. Rabbers to take \$50.00 from line item 958-002 OCLC taking its total from \$1000.00 to \$950.00 and move it to line item 965-000 Paypal Fees taking its total from \$50.00 to \$100.00.

MOTION CARRIES

NEW BUSINESS;

A **motion** was made by Mr. Isom and seconded by Mr. Gunter to create a Committee for the Director's Evaluation.

MOTION CARRIES

ADJOURN

Meeting was adjourned at 6:22 pm.

Respectfully submitted by Administrative Secretary Yvette Moore.