

Benton Harbor Public Library Board Meeting
February 16, 2021

Minutes

This meeting was conducted remotely

PRESENT:

Mamie L. Yarbrough: Board President, Treasurer, and Member of the Finance Committee
Noreen Szymanski: Board Secretary and Member of the Finance Committee
Board Members: Dyann Chenault, Ethel Clark-Griffin, Edward Isom
Director: Kat Boyer
Adm. Secretary: Yvette Moore

EXCUSED:

Board Member: Richard Hensel

CALL TO ORDER/ROLL CALL

The meeting was called to order at 4:06 pm by President Yarbrough.

ROLL CALL:

Mamie Yarbrough	Benton Harbor	Present	Zoom Meeting
Ethel Clark-Griffin	Benton Harbor	Present	Zoom Meeting
Marian Tripplett	Benton Charter Township	Present	Zoom Meeting
Noreen Szymanski	Benton Charter Township	Present	Zoom Meeting
Dyann Chenault	Benton Harbor	Present	Zoom Meeting
Edward Isom	Benton Harbor	Present	Zoom Meeting

Minutes of January Meeting

A **motion** was made by Edward Isom and seconded by Marian Tripplett to approve the January Meeting Minutes.

ROLL VOTE:

Mamie Yarbrough	Benton Harbor	Yes
Marian Tripplett	Benton Charter Township	Yes
Edward Isom	Benton Harbor	Yes
Ethel Clark-Griffin	Benton Harbor	Yes
Dyann Chenault	Benton Harbor	Yes
Noreen Szymanski	Benton Charter Township	Yes

MOTION CARRIES

A **motion** was made by Noreen Szymanski and seconded by Ethel Clark-Griffin to approve the January Emergency Meeting Minutes.

ROLL VOTE:

Ethel Clark-Griffin	Benton Harbor	Yes
Marian Tripplett	Benton Charter Township	Yes
Dyann Chenault	Benton Harbor	Yes
Edward Isom	Benton Harbor	Yes
Mamie Yarbrough	Benton Harbor	Yes
Noreen Szymanski	Benton Charter Township	Yes

MOTION CARRIES

Monthly Bills for January

A **motion** was made by Noreen Szymanski and seconded by Ethel Clark-Griffin to pay the January bills.

ROLL VOTE:

Edward Isom	Benton Harbor	Yes
Ethel Clark-Griffin	Benton Harbor	Yes
Noreen Szymanski	Benton Charter Township	Yes
Marian Tripplett	Benton Charter Township	Yes
Mamie Yarbrough	Benton Harbor	Yes
Dyann Chenault	Benton Harbor	Yes

MOTION CARRIES

DIRECTOR'S REPORT:

A **motion** was made by Dyann Chenault and seconded by Noreen Szymanski to apply up to \$2500 for the Library of Michigan Grant.

ROLL VOTE:

Edward Isom	Benton Harbor	Yes
Ethel Clark-Griffin	Benton Harbor	Yes
Noreen Szymanski	Benton Charter Township	Yes
Mamie Yarbrough	Benton Harbor	Yes
Dyann Chenault	Benton Harbor	Yes
Marian Tripplett	Benton Charter Township	Yes

MOTION CARRIES

A **motion** was made by Dyann Chenault and seconded by Edward Isom to accept the Hanley, Lucille Cassidy and Conybeare donations to help match the Heart of Cook Grant.

ROLL VOTE:

Mamie Yarbrough	Benton Harbor	Yes
Ethel Clark-Griffin	Benton Harbor	Yes
Noreen Szymanski	Benton Charter Township	Yes
Edward Isom	Benton Harbor	Yes
Marian Tripplett	Benton Charter Township	Yes
Dyann Chenault	Benton Harbor	Yes

MOTION CARRIES

A **motion** was made by Dyann Chenault and seconded by Marian Tripplett to create line item 790-C Cyber Security.

ROLL VOTE:

Marian Tripplett	Benton Charter Township	Yes
Edward Isom	Benton Harbor	Yes
Ethel Clark-Griffin	Benton Harbor	Yes
Mamie Yarbrough	Benton Harbor	Yes
Noreen Szymanski	Benton Charter Township	Yes
Dyann Chenault	Benton Harbor	Yes

MOTION CARRIES

BUDGET CHANGES

A **motion** was made by Dyann Chenault and seconded by Ethel Clark-Griffin to accept the Budget changes reflected in the Director’s Report as follows:

- a. Take \$1000 from account 775-000 R&M Supplies taking its total from \$4500 to \$3500 and move it to line 727-000 Operating Supplies taking its total from \$6000 to \$7000.
- b. Line item 688-G General Restricted by \$7000 taking its total to \$12,000. This change reflects grant monies that were before and during this fiscal year and will allow the library to spend down those grants.
- c. Take \$1000 from line item 788-000 Materials Books taking its total from \$28,500 to \$27,500 and take \$100 from 958-G General Memberships taking its total to from \$1100 to \$1000, and take \$545 from 790-000 Electronic Subscriptions taking its total from \$7500 to \$6955 and move it to line item 790-C Electronic Subscriptions Cyber Security taking its total to \$1645.
- d. Take \$750 from line item 850-I Internet taking its total from \$2200 to \$1450, \$1000 from line item 956-F Fax cards taking its total from \$1750 to \$750, and \$250 from 873-000 Travel taking its total from \$250 to 0 and move them to line item 932-000 Building Maint. - Repairs taking its total from \$9000 to \$11,000.
- e. Take \$250 from line item 880-A Promo-Adult taking its total from \$1500 to \$1250, \$500 from line item 789- Materials Audio taking its total from \$1000 to \$500, \$1000 from line item 788-000 taking is new total from \$26,500 to \$25,500, \$250 from line item 788-000 Materials Newspapers taking its total from \$1000 to \$750, \$250 from line item 787-000 Materials Periodicals taking its

total from \$1250 to \$1000 and move it to 933-000 3636 Building Maint. - Plumbing and Electric taking its total from \$14,000 to 16,250.

ROLL VOTE:

Mamie Yarbrough	Benton Harbor	Yes
Edward Isom	Benton Harbor	Yes
Marian Tripplett	Benton Charter Township	Yes
Ethel Clark-Griffin	Benton Harbor	Yes
Noreen Szymanski	Benton Charter Township	Yes
Dyann Chenault	Benton Harbor	Yes

MOTION CARRIES

ADJOURN

Meeting was adjourned at 5:12 pm.

Respectfully submitted by Administrative Secretary Yvette Moore.