

**MINUTES
BENTON HARBOR PUBLIC LIBRARY BOARD OF DIRECTOR'S MEETING**

November 19, 2019

CALL TO ORDER/ROLL CALL

The meeting was called to order at 4:03 pm by President Ms. Yarbrough

PRESENT:

Mamie Yarbrough:	President/Treasurer and member of the Finance Committee
Richard S. Hensel:	Vice-President and member of the Finance Committee
Noreen Szymanski:	Board Secretary and member of the Finance Committee
Board Members:	Ethel Clark-Griffin, Dyann Chenault, Marian Tripplett, Edward Isom
Director:	Kat Boyer
Adm. Secretary:	Yvette Moore
CPA:	Lynda Elie

Minutes of the October Meeting:

A motion was made by Ms. Chenault seconded by Mr. Isom to accept the minutes of the October meeting.

MOTION PASSED

Monthly Bills for October:

A motion was made by Ms. Chenault and seconded by Mr. Isom to pay October bills.

MOTION PASSED

Audit Presentation:

Ms. Tripplett asked the question do we have the skill set and professionalism with the new Bookkeeper that we need. (Ms. Noreen I'm trying to see how to better word this. Ms. Tripplett wanted me to add this in the minutes)

A motion was made by Ms. Chenault and seconded by Mr. Hensel to approve the FY 2018-2019 Audit Report from Lynda Elie, CPA.

Roll Call

Ms. Szymanski – Yes
Ms. Yarbrough – Yes
Mr. Hensel – Yes
Ms. Chenault – Yes
Ms. Clark-Griffin – Yes
Mr. Isom – Yes

MOTION PASSED

Director's Report

A motion was made by Ms. Chenault and seconded by Mr. Hensel to raise line item 802-000 Auditor \$4,000 taking it from \$3,000 to \$7,000. This will be an overall raise in the budget

Roll Call

Ms. Szymanski – Yes

Ms. Yarbrough – Yes

Mr. Hensel – Yes

Ms. Chenault – Yes

Ms. Clark-Griffin – Yes

Mr. Isom - Yes

MOTION PASSED

A motion was made by Ms. Chenault and seconded by Mr. Hensel to allow SWMI Racers to use the space upstairs in the hallway and the Auditorium.

MOTION PASSED

A motion was made by Ms. Szymanski and seconded by Ms. Chenault to accept the Berrien Community Foundation Census Grant and the St. Joseph Rotary Grant.

A motion was made by Ms. Chenault and seconded by Ms. Szymanski to start a new policy stating "If both Benton Harbor Public Schools and Lake Michigan College close due to weather, the Director will contact the Board President and the two will decide if the Library will close".

MOTION PASSED

A motion was made by Ms. Chenault and seconded by Mr. Hensel to move December 17th Board meeting downstairs to the Reference room.

MOTION PASSED

ADJOURNMENT:

Meeting was adjourned at 6:16 pm.

Respectfully submitted by Administrative Secretary Yvette Moore