WEST BRANCH DISTRICT LIBRARY

BOARD OF TRUSTEES MEETING

MARCH 4, 2024

Present: S. Jennings, T. Barnhart, S. Smith, M. Durfee, E. Lurvey, D. Beamish, J. Headings, K. Shirey, K. Kripli, director J. Sheridan. **Absent:** K. Michael

Meeting called to order by S. Jennings at 5:00 p.m. followed by pledge of allegiance.

Agenda: J. Sheridan requested we add #3 personnel committee report. K. Shirey motioned to approve agenda with the addition, supported by T. Barnhart, all in favor, motion passed

Public comment: none

Board minutes: on file. Motion to approve previous meeting board minutes made by S. Smith, supported by K. Kripli, all in favor, motion passed

Bills to Pay: Review of months' bills. There was a duplicate billing from Braun Kendrick which has been returned. Motion to pay bills totaling $7661.40 made by S. Smith, supported by E. Lurvey, all in favor, motion passed.

Financials: on file. Budget on track. Of note is the Michigan Class financial statement currently at YTD earnings of $646.78.

Correspondence: None

Old Business: None

New Business Budget adjustments addressed. Motion to accept budget amendment of $500.00 from 921.7-line item Gas and Heat to Line item 935.7 Improvements made by E. Lurvey and supported by T. Barnhart, all in favor, motion passed. 2. Discussion of millage timeline. S. Smith developed and discussed timeline. She will get some prices for a Pamphlet that will be ready soon and distributed. 3. personnel committee met prior to our regular meeting and had discussion with patron/contract staff who had a safety issue complaint. We then met with the staff who this patron had an exchange with. John wrote up an incident report and the committee feels that with a review of safety precautions and a meeting of staff we can come to a satisfactory resolution for all involved.

Director's Report: John reported the month's progress. Very busy month.

Next meeting April 1, 2024, 5:00 p.m.

Adjournment by s. Jennings at 5:50 p.m.

Kathy Shirey, secretary