**Benton Harbor Public Library**

**Board of Trustees Meeting**

**June 25, 2024**

**Minutes – Draft**

**PRESENT:**

Rich Hensel: Board Vice President and member of the Finance Committee

Marian Triplett: Board Secretary and member of the Finance Committee

Board Members: Edward Isom, Toni Rabbers, Deidre Fields

Also present: Audrey Salesberry, Jill Rauh, Keyana Brown, Dyondrea Grant

**CALL TO ORDER/ROLL CALL:**

The meeting was called to order at 5 p.m. by Board Vice President Rich Hensel.

**MAY BOARD MEETING MINUTES:**

A **motion** was made by Ms. Rabbers and seconded by seconded by Ms. Triplett to approve the May Board Meeting Minutes.

**MOTION PASSED**

**MONTHLY BILLS FOR MAY:**

A **motion** was made by Ms. Fields and seconded by Mr. Isom to pay the May bills as presented.

**MOTION CARRIES**

**LIBRARY BUSINESS:**

Guests Keyana Brown and Dyondrea Grant, representing KINnecting-US, made a request to partner with the library for their program to assist families affected by incarceration. The 8-week course, meeting Tuesdays and Fridays from 6-8 p.m., would run July 16 through September 6, 2024.

A **motion** was made by Ms. Fields and seconded by Ms. Triplett to allow KINnecting-US to use the auditorium for its programming and to use it after hours on Fridays from 6-8 p.m. for the dates requested.

**MOTION CARRIES**

A **motion** was made by Ms. Fields and seconded by Ms. Rabbers, instructing the Finance Committee to roll over the 6-month CD at Honor Credit Union if Honor will match the 9-month CD rate; if not, the Committee may contact other financial institutions to see if they can match the rate, and move the money if another institution offers a more favorable rate than Honor.

**MOTION CARRIES**

A **motion** was made by Mr. Isom and seconded by Ms. Fields to accept the auditor engagement letter authorizing Siegfried Crandall P.C. to conduct the annual financial audit for a three-year term beginning with Fiscal Year 2024.

**MOTION CARRIES**

**Financial changes:**

A **motion** was made by Mr. Hensel and seconded by Ms. Triplett to add $380 to line item 271-790-790-000 Electronic Subscriptions to allow for the line item to be back in line.

**MOTION CARRIES**

A **motion** was made by Mr. Hensel and seconded by Ms. Fields to add $222 to line item 271-790-790-001 Cyber Security to allow for the line item to be back in line.

**MOTION CARRIES**

**Budget:**

The Proposed Fiscal Year 2025 Budget was presented by Public Services Librarian Jill Rauh.

A **motion** was made by Ms. Rabbers and seconded by Ms. Fields to increase the proposed line item 271-790-802-000 Professional Services – Auditor amount from $4,500 to $4,900.

**MOTION CARRIES**

A **motion** was made by Mr. Isom and seconded by Ms. Fields to add $500 to line item 271-790-873-000 Travel, which was at $0.

**MOTION CARRIES**

A **motion** was made by Ms. Fields and seconded by Ms. Rabbers to adopt the proposed Fiscal Year 2025, as previously amended.

**MOTION CARRIES**

A **motion** was made by Ms. Fields and seconded by Ms. Rabbers to amend the motion to adopt the Fiscal Year 2025 budget to specify that the board is adopting the budget by line item.

**MOTION CARRIES**

A **motion** was made by Mr. Hensel and seconded by Ms. Fields to approve the actual current year expenditures by line item as the library’s end of year budget for Fiscal Year 2024.

**MOTION CARRIES**

**ADJOURN:**

The meeting was adjourned at 6:13 p.m.

Respectfully submitted by Public Services Librarian Jill Rauh.