

**BENZONIA PUBLIC LIBRARY**  
**MEETING MINUTES BOARD OF TRUSTEES**  
**October 19, 2022**

**Meeting was called to order at 4:06pm** by President Paula Lake. Present were Paula Lake, Jane Sullivan, Jenn Ryan, Diana Heller, Audrey Pittinos and Megan Barnard. Director Amanda McLaren was absent.

The agenda was approved as sent.

The minutes of the Board Meeting on September 21, 2022 were approved as sent. Moved by Audrey and seconded by Jane, all ayes, minutes approved. The minutes for the October 10 training were also approved. Motioned by Jane and seconded by Audrey, all ayes, minutes approved.

**Communications:** none

**Treasurer's Report:** Diana reported that the biannual audit went smoothly and the auditors answered her/ Amanda's questions. Discussion was had regarding a bond for the Treasurer. Paula is checking our insurance policy. Jane moved to accept Treasurer's Report as sent and Jenn seconded. All ayes, report accepted.

**Director's Report:** Director McLaren was absent but her report was received by the board in the meeting packet.

**President's Comments:** Paula mentioned the training meeting that was held on October 10 (see minutes). She also just mentioned Strategic Planning is coming this winter.

**Continuing Business:**

Policy Committee Update- Jane reports that the committee (Jane, Megan and Amanda) met 3 weeks ago and meets again on Monday the 24<sup>th</sup> of October. They have set a game plan for where to start and which policies to work on first.

**New Business:**

Memorandum of Understanding BPL and Friends of BPL- Discussion of reasons it is needed. A copy was provided in the board packet. Audrey moved to use it as presented, sign and have Friends sign it, Jenn seconded, all ayes, motion carried. Amanda will have Roger Dewey sign the agreement.

Close at 4 on Thanksgiving- Audrey moved to ok hours change, Jane seconded, all ayes, motion carried.

**Public Input:** None

**Board Input:** None

**Adjournment: Meeting adjourned at 4:31pm by President Paula Lake.**

Next meeting will be November 16, 2022

Megan Barnard  
Benzonia Public Library.