

Regular Meeting of the Board of Trustees
March 21, 2023

1. CALL TO ORDER

President David Chambers called the meeting to order at 5:30 p.m. at the City Chamber Room, 28 State Road, Newaygo, Michigan 49337.

- **Roll Call: Present:** Julie Vitale, Samantha Kauffman, Sharon Haege, Jen Larsen, Patty Goodman, Cindy Blamer, David Chambers.

Absent: None.

- **Motion to Approve the Agenda:** President Chambers called for a motion to approve the agenda. Motion to approve the agenda was made by Haege with support by Goodman. AIF/MC.

2. MINUTES

- Approval of Minutes of Regular Board Meeting of February 21, 2023. Motion to approve the agenda was made by Larsen with support by Vitale. AIF/MC

3. PUBLIC COMMENTS

4. TREASURER'S REPORT AND BILLS AND CASH DISBURSEMENTS

Financial reports were reviewed by Director Tinkham. Finances were all in order for this time of the budget year. A payment of \$2,200 was made to replace LED battery backup kits within the facility. The library received a check for \$12,706 from the city TIFA/LDFA today. Motion to approve the Financial Reports and Bills and Cash Disbursements was made by Haege with support by Blamer. AIF/MC

- **Budget Adjustment**

Library insurance policies renew in April. The cost of the Commercial Package increased by \$390.00 for added insurance coverage of \$6,500.00 each on the 3 WIFI charging benches. Also, an \$88.00 endorsement premium was charged on the Comm Pkg from 2022. A cost center budget adjustment of \$240.00 was requested to move the cost center budget to \$5,840.00. Motion to approve the cost center budget adjustment as presented was made by Blamer with support by Kauffman. AIF/MC

5. DIRECTOR'S REPORT

- Insurance Update. Director Tinkham met to review policies with Agent Randy Baker.
- Update on current issues within LLC (Patmos, Cedar Springs, Algoma, Fennville, KDL, Grant).
- Library CD (\$7,513.71) at Independent Bank: Took advantage of a 12-month special CD offered at 4.25% interest. Will mature on March 16, 2024.
- Gerald R Ford Museum partnership opportunity for our patrons.
- Attorney fees reduction for final payment of the Employee Handbook.
- Employee benefits Update: New York Life; Globe Life.

6. UNFINISHED BUSINESS

7. NEW BUSINESS

- FACF Newaygo Area District Library Fund has \$3,207 available for 2023.
- FACF John and Ailene Pugno Community Fund for NADL has \$500 available for 2023 plus an additional \$800 for unspent money in past years, making a grand total available of \$800 for 2023.
- Library Annual Financial Audit. The final 2022 Budget and Adjustment Report were reviewed. Journal entries from 2023 to 2022 included pass-thru, accrued wages, and payroll taxes. Blamer said that the board had approved cost center budgeting, and it looked good.

8. PUBLIC COMMENTS

9. BOARD MEMBER COMMENTS

Haege - Good job.


Blamer – Keep it up.

Kauffman – Reminder April Meeting begins at 5:00 pm.


10. ADJOURNMENT

President Chambers called for a motion to adjourn. Motion was made by Haege with support by Blamer. AIF/MC.

Meeting was adjourned at 6:33 p.m.



NADL President



NADL Secretary