

**CHEBOYGAN AREA PUBLIC LIBRARY  
BOARD OF TRUSTEES AGENDA  
Budget Hearing 2020-2021 Fiscal Year  
Thursday June 11, 2020, 9:00 a.m.**

**Call to Order and Attendance**

**General Fund Budget 2020-21**

**Action**

**Debt Budget 2020-2021**

**Action**

**Citizen's Comments**

**Adjournment**

**Action**

# CHEBOYGAN AREA PUBLIC LIBRARY BOARD OF TRUSTEES AGENDA

Thursday, June 11, 2020, 9:15 a.m.

Held in the Cheboygan Area Public Library

Call to order and Attendance	Action
Approval of Minutes	Action
Financial report, including payment of bills	Action
Director's Report	
Computer Lab	Report
Phased opening	Report
New chairs	Report
2019-2020 donations	Report
New Business:	
2020-21 Budget	Action
Old Business:	
Citizen's Comments	
Adjournment	Action

CHEBOYGAN AREA PUBLIC LIBRARY BOARD OF TRUSTEES

100 S. Bailey Street, Cheboygan, MI 49721

231-627-2381

Held in the Cheboygan Area Public Library

Meeting Minutes: Thursday, May 21 , 2020 9:00 a.m.

Mary Kronberg called the meeting to order at 9:13 a.m. Board members present: Phyllis Beyer, Elyn Kallio, Mary Ellen Enos, Mary Crusoe, Kay Forster and Dan Welihan.

Also present Library Director Mark Bronson.

**Approval of Minutes:** Mary Ellen Enos made a motion to accept the minutes as presented. Elyn Kallio seconded the motion. The motion passed unanimously.

**Financial Report, Including Payment of Bills:** Mary Ellen Enos reported on the financials. Dan Welihan made a motion to accept the financial report as presented and Mary Kronberg seconded the motion. The motion passed unanimously.

**Director's Report:**

Mark reported that he has ordered the carpet for the Computer Lab. The carpet will be installed while the library is closed.

The old book drop that has not been used for several years has been donated to the City of Cheboygan. The City will be using it for information and billing deposits.

The library staff held a Zoom meeting to discuss what is happening and how the library will reopen. As part of this a phased opening is planned.

The new tables are expected to be delivered on May 21, 2020.

Mark has been in contact with the family of Linda Neuss about the donation she made to the library. Mark has signed paperwork with the law firm handling her will and the money is expected to be dispersed in Sept. The Board discussed ways to honor what will be the largest single donation that the library has ever received.

**New Business:**

Budget adjustments for the Fiscal Year 2019-2020 were presented. Kay Forster made a motion to pass the adjustments as presented. Mary Kronberg supported the motion. The motion passed unanimously.

The Board discussed the issue of unused staff leave time. By Board policy leave time does not carry over to the next year and must be used by the end of the Fiscal Year. Because of the mandatory closure some staff members will not be able to use the leave time that they have earned. Mary Kronberg made a motion that for this one time staff be allowed to carry over unused leave time. Kay Forster supported the motion. The motion passed unanimously.

The draft budget for the Fiscal Year 2020-2021 was presented to the Board. The Annual Budget Hearing will be held on June 11, 2020.

Mary Kronberg made a motion to accept the Pandemic Policy as presented. Kay Forster supported the motion. The motion was passed unanimously.

**Citizen's Comments:**

**Adjournment:** Elyn Kallio made a motion to adjourn the meeting at 10:45 a.m. Mary Ellen Enos seconded the motion. The motion passed unanimously.

Respectfully submitted,

Mark Bronson