

Sturgis District Library  
Board of Trustees Minutes  
Tuesday, June 4, 2019

**Call to Order/Roll Call:** Betty Ross called the meeting to order at 5:15 P.M.

**Present:** Frank Kalasky, Jill Bobalik, Todd Reed, Gina Whitehead, Mary Beth Brenneman, Carol Wallman, Beth Bond, and Betty Ross. **Absent:** John Polzin.

**Approval of Agenda:** Approved by consensus with the addition of "Director's and Officers' Liability Insurance" to New Business

**Approval of Minutes:** Approved by consensus

**Public Comment:** None

**Bills and Treasurer's Report:** Accepted by consensus

**Correspondence:** None

**Director's Report:**

- Door count for April 2019: 4,452 Computer usage April 2019: 825
- Our Sturgis Fest Activities include: Michelle will be in the musical put on by DDA, we will have a mini golf game during Family Night, we will offer a photo booth opportunity with various costumes, the writing contest winners will be announced, we have a float and Todd will be the Grand Marshal of the parade.
- The van has been purchased and the wrap design is finalized. It should be ready by Sturgis Fest.
- Todd spoke to Sondra Phillips of SKP Designs in Kalamazoo. She should have a proposal for us soon.
- The emergency exit hallway is cleared.
- Todd has hired two new students to replace one graduating and to fill the summer gaps. They are Cecelia Franz from Centreville Schools and Allexziss Carpenter from Sturgis Schools.

**Old Business:**

1. Betty will sign checks on June 20.
2. Todd hopes our new van will be ready for the summer meal programs where we will distribute books. The Sturgis Chamber of Commerce will buy books to donate and we will apply for a grant from SACF used to purchase books.

**New Business:**

- Our current insurance coverage for the director and officers is from the Horton Group (formerly English Insurance). The policy covers these people from liability up to \$1,000,000 for a premium of \$1,000. We also have a \$1,000,000 rider for Employment Practices for \$260.00 premium.. Todd will check with other libraries to compare what is covered to determine if our coverage is adequate.

**Adjourned:** 6:25 PM

**Next Meeting:** Tuesday, July 2, 2019 at 5:15 P.M.

**Respectfully submitted by:**

*Jill Bobalik*