



Dexter District Library Board of Trustees

Meeting Minutes

November 7, 2022

7:00 p.m.

Members present: Barbara Davenport, Martha Gregg, Donna Palmer, Sherry Simpson, Shelly Vrsek

Members absent: Cassy Korinek, Jim LaVoie, No representative has yet been appointed by Dexter Township

Others present: James Estill
Paul McCann, Library Director
Michelle Joppeck, Recording Secretary

President Vrsek called the meeting to order at 7:11 p.m.

Vrsek called for additions/changes to the presented agenda. No additions or changes were requested. Davenport moved to approve the meeting agenda as presented. Second by Simpson. A voice vote was taken. Aye=all, nay=none, absent=3. Motion carried.

Vrsek called for corrections to the minutes of the October 3, 2022 regular Board Meeting. No corrections were requested. Simpson moved to approve the minutes from the October 3, 2022 regular Board Meeting as presented. Second by Gregg. A voice vote. Aye=all, nay=none, absent=3. Motion carried.

Public Comment: None.

Consent Agenda: Vrsek called for consideration of the Consent agenda, including the following: Library Director's narrative report; Friends of the Library report; Balance Sheets; Michigan Class report; Library statistical report; Committee meeting minutes; items from Legislature, local municipalities and other organizations; and patron comments. Davenport moved to approve the Consent agenda. Second by Palmer. A roll call vote was taken. Davenport=aye, Gregg=aye, Palmer=aye, Simpson=aye, Vrsek=aye, absent=3. Motion carried.

Circulation Statistics: Statistical charts for the month of October 2022 were available for review:

October 2022

Circulation Statistics	October
Adult Books	3639
Young Adult Books	670
Children's Books	8190

Magazines	154
DVD	1672
Books on CD	343
Music CD	239
Realia/Objects/Equip	35
Overdrive	3237
hoopla	1805
Kanopy	348
Renewals via web	972
Auto-renewals	9478
In-House	2098
Total	32880

Library visits	9912
Reference questions	2043
Items withdrawn	737
New items added	979
Total holdings	114145
New cards issued	58
Total card holders	11249
Internet usage	1702
Museum/Park Pass	15
Web site visits	10121
Program attendance	1253
Fax	23
ILL lent out	1701
ILL borrowed	2323
In-house renewals	2098
Unique borrowers	1702

Treasurer's Report: McCann presented the current Treasurer's report. The paid bills for the month of October and the beginning of November were reviewed. Simpson moved to approve the bills paid in the month of October and the beginning of November. Second by Gregg. A roll call vote was taken. Davenport=aye, Gregg=aye, Palmer=aye, Simpson=aye, Vrsek=aye, absent=3. Motion carried.

Budget Changes: McCann suggested a budget change for line 101-901-972 Capital Replacement as outlined in the Treasurer's Report. Simpson moved to allocate \$2,970.00 from unbudgeted income over expenses to line item 101-901-972 Capital Replacement to cover the cost of installing the new water fountains. This allocation will reduce surplus income over expenses from \$30,048.00 to \$27,078.00. Second by Gregg. A roll call vote was taken. Davenport=aye, Gregg=aye, Palmer=aye, Simpson=aye, Vrsek=aye, absent=3. Motion carried.

Reimbursement: McCann presented a reimbursement request from Krista Pedersen for programming supplies she purchased for children's events. Receipts for the purchase were available for review. Davenport moved to approve the reimbursement amount of \$163.21 to Krista Pedersen. Second by Simpson. A roll call vote was taken. Davenport=aye, Gregg=aye, Palmer=aye, Simpson=aye, Vrsek=aye, absent=3. Motion carried.

Personnel: Library staff reaching their anniversary date of hire in the month of November include: Library Assistants Jane Anderson (6 years) and Ann Smart (16 years). Wage increases were included with the January wage rate adjustments and therefore no Board action was necessary for Anderson and Smart.

McCann also noted the recent new hire for the open Library Page position: Ella Nickerson. Gregg moved to approve the new hire of E. Nickerson with a starting wage of \$9.87/hour. Second by Davenport. A roll call vote was taken. Davenport=aye, Gregg=aye, Palmer=aye, Simpson=aye, Vrsek=aye, absent=3. Motion carried.

Old Business:

The election for the millage renewal happening tomorrow was discussed. Many people have reported that they have already voted via absentee ballot. The rise of voting absentee moves up the period to get the information out and attempt to convince voters. It also may change the cost of running a special election should the millage proposal not pass tomorrow. If the Michigan Proposal 2 passes tomorrow, that might also change the timing of getting future millage renewal information out.

Board term discussion will be put on hold until after the New Year. We currently have 5 seats that renew in the same year. Research would need to be done to see how the schedule got off. Then a decision would be made about whether to attempt to get the schedule changed and if so, how to do so.

McCann is working on figuring out how to respond to Schindler's elevator recommendation to change the elevator hydraulic oil in a non-confrontational way. Based on McCann's research, no one else is recommending changing the hydraulic oil that frequently and the other estimate received for replacing the hydraulic oil was significantly cheaper than the quote provided by Schindler.

New Business:

Board Meeting Dates for 2023 and January 2024: McCann presented the schedule of Board Meeting dates for the upcoming year and requested input on the meeting dates with holiday interference. The Board was in favor of continuing to meet on the 1st Monday of the month with the following exceptions: 2nd Monday of the month for January 2023 and January 2024, 2nd Monday of the month for July due to Independence Day, and 2nd Monday of the month for September due to Labor Day. An error was noted and corrected.

2023 Library Closing Schedule and 2023 Staff Paid Holiday Schedule: McCann presented the schedule of suggested closing dates and staff paid holidays for the 2023 calendar year and January 2024. Most closing dates are tied to dates that The Library Network will have the

circulation system shut-down for maintenance. There were no suggested changes to either of the schedules.

Simpson moved to approve the schedule of Board Meeting Dates for 2023 and January 2024 as amended, the Library Closing Schedule 2023 and January 2024 as presented, and the Staff Paid Holiday Schedule 2023 as presented. Second by Davenport. A roll call vote was taken. Davenport=aye, Gregg=aye, Palmer=aye, Simpson=aye, Vrsek=aye, absent=3. Motion carried.

Public Comment: None

Board Member Comments: None

Adjournment: Having completed all items on the agenda, the meeting was deemed adjourned by consensus at 7:54 p.m.

Respectfully submitted,



Barbara Davenport,
Secretary



Michelle Joppeck,
Recording Secretary