



Dexter District Library Board of Trustees

Meeting Minutes

June 5, 2023

7:00 p.m.

Members present: Barbara Davenport, Jamie Estill, Martha Gregg, Jim LaVoie (arrived at 7:12 pm),
Donna Palmer, Sherry Simpson

Members absent: Cassy Korinek, Shelly Vrsek

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

In the absence of President Vrsek, Vice President Simpson called the meeting to order at 7:04 p.m.

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

Simpson called for corrections to the minutes of the May 1, 2023 regular Board Meeting. No corrections were requested. Estill moved to approve the minutes from the May 1, 2023 regular Board Meeting as presented. Second by Palmer. A voice vote. Aye=all, nay=none, absent=3. Motion carried.

Public Comment: None.

Consent Agenda: Simpson called for consideration of the Consent agenda, including the following: Library Director's narrative report; Friends of the Library report; Balance Sheets; Library statistical report; items from Legislature, local municipalities and other organizations; and patron comments. Davenport moved to approve the Consent agenda. Second by Gregg.

LaVoie arrived at 7:12 pm

A roll call vote was taken. Davenport=aye, Estill=aye, Gregg=aye, LaVoie=abstain, Palmer=aye, Simpson=aye, absent=2. Motion carried.

Circulation Statistics: Statistical charts for the month of May 2023 were available for review and appended to the end of the minutes.

Treasurer's Report: McCann presented the current Treasurer's report. The paid bills for the month of May were reviewed. LaVoie moved to approve the bills paid in the month of May. Second by Davenport. A roll call vote was taken. Davenport=aye, Estill=aye, Gregg=aye, LaVoie=aye, Palmer=aye, Simpson=aye, absent=2. Motion carried.

Budget Changes: None

Reimbursement: None

Personnel: Library staff reaching their anniversary date of hire in the month of June include Library Assistant Julia Janosi (1 year) and Page Grace Sharon (2 years). Both were included in the February 2023 wage rate adjustments, therefore no Board action was necessary.

Old Business:

All of the responses from the Strategic Planning RFP were emailed to the board members the prior week.

While it was agreed that we might be able to get some new ideas from Converge since they do not usually do strategic planning for libraries, their cost was so much more than even the second highest bidder, which put them out of contention.

Gregg did not like the proposals that have the Library doing the interviewing and wanted to throw those proposals out of contention. Simpson agreed with Gregg on this point. OhioNet's proposal states that the strategic planning committee "will attend three meetings and will interview stakeholders" which suggests that the Library will need to do the interviewing. IvyGroup also stated in their proposal that "It is our experience that having the Library, e.g., trustees and managers, rather than outside consultants, conduct the interviews makes it possible for the Library to connect personally with individuals to cultivate important relationships." This resulted in OhioNet and IvyGroup's proposals being thrown out of contention.

LaVoie did not feel that we had 8-10 months to wait to get the results and wanted to throw Cordelia Anderson out of contention for this reason.

LibraryIQ's proposal seemed more like a business proposal to McCann and many of the Board members. According to Wikipedia, LibraryIQ's parent company, LS&S "is a private for-profit company that manages municipal libraries on an outsourced basis. It is the largest library outsourcing company in the United States." This did not settle well with McCann or the Board so it was decided to throw them out of contention as well.

Gregg mentioned that she liked the proposals that said that they would follow up to see how our progress was going.

After a lengthy discussion, the top three proposals were decided on: Attain, Fast Forward, and Rethink Libraries. It was suggested to have the Board reread those three proposals and send any questions for those companies to McCann. McCann will then set up Zoom interviews with the three companies that have been selected in order to go over those questions. The Board will be invited to those Zoom meetings so that if they are available and want to attend that they are able to. Following those interviews, the next step would be to schedule a special meeting for the Board to make the final selection since the Board agreed that they did not want to wait until the July Board Meeting to make that decision.

There were only two responses from the meeting room A/V replacement RFP. Wright and McCann's recommendation is to go with the proposal from TelSystems. Davenport has had experiences with TelSystems and had a very favorable experience and view of them. Gregg made a motion to offer TelSystems the contract for updating the A/V technology in the Lower Level meeting room. Second by Palmer. A roll call vote was taken. Davenport=aye, Estill=aye, Gregg=aye, LaVoie=aye, Palmer=aye, Simpson=aye, absent=2. Motion carried.

The second floor fiction section lightening replacement project is still on hold. We are waiting on Hopp to answer some questions that we have.

Everyone seems to be receiving emails through their Library email accounts. The account logins for Gregg and Davenport (who were absent last meeting) will be distributed after the meeting.

New Business:

Library Design sent us quotes for replacing the laminate on the Circulation desk and work countertop. The quotes were included in the board packet. Library Design said that replacing the laminate top with a new solid surface top would last twice as long as just replacing the laminate. Davenport recommended asking Dexter Cabinet & Countertop for a second opinion. This recommendation was supported by most of the Board. This will be looked into and will be presented to the Board at the next regular Board Meeting.

Public Comment: None

Board Member Comments: Gregg attended a roundtable trustees meeting held at the Adrian District Library. There were about ten different libraries represented at the event. She said that they talked a lot about policies and funding at the meeting. The biggest problems that the different libraries had were staff turnover and keeping up with the facilities and technology updates. The group also recommended having a contract between the Friends of the Library organization and the library. The contract would cover both parties legally. McCann would be interested in seeing an example contract.

Adjournment: Having completed all items on the agenda, LaVoie moved to adjourn at 8:53 pm. Second by Estill. A voice vote was taken. Aye=all, nay=none, absent=2. Motion carried.

Respectfully submitted,



Barbara Davenport,
Secretary



Michelle Joppeck,
Recording Secretary

May 2023

Circulation Statistics	May
Adult Books	3847
Young Adult Books	680
Children's Books	7664
Magazines	114
DVD	1222
Books on CD	373
Music CD	192
Realia/Objects/Equip	35
Overdrive	3440
hoopla	2030
Kanopy	439
Auto-renewals	8515
In-House	2196
Total	30747
Library visits	10190
Reference questions	1872
Items withdrawn	497
New items added	987
Total holdings	115744
New cards issued	66
Total card holders	11221
Internet usage	1128
Museum/Park Pass	10
Web site visits	8385
Program attendance	1732
Fax	20
ILL lent out	1612
ILL borrowed	2242
Renewals via web	985
Unique borrowers	1734