

Dexter District Library
Board of Trustees
Meeting Minutes
October 2, 2017
7:00 p.m.

Members Present: Pat Cousins, James LaVoie, Shelly Vrsek, Cassy Korinek,
Donna Palmer and Rosemary Quigley

Members Absent: Mike DeAngelo and Barbara Davenport

Others Present: Paul McCann, Library Director
Summer Powers, Recording Secretary

President LaVoie called the meeting to order at 7:01 pm.

Korinek entered at 7:06 pm.

LaVoie called for the approval of the nominations and election of officers for the 2017-18 fiscal year. Quigley motioned to approve the election officers for the 2017-18 fiscal year. Seconded by Palmer. Aye=all, nay=none. Motion carried.

LaVoie called for the approval of the agenda. Palmer motioned to approve the October 2, 2017 Board Meeting agenda. Seconded by Vrsek. Aye=all, nay=none. Motion carried.

LaVoie called for the approval of the September Budget Hearing, Regular Board meeting, and Special Board meeting minutes. Cousins motioned to approve all of the September Board meeting minutes. Seconded by Vrsek. Aye=all, nay=none. Motion carried.

Friends Report: McCann updated the Board on the status of the Friends' Treasurer position. The Friends have three interested candidates, and plan to interview each candidate prior to making a decision. There have been no Friends' book sales since Dexter Daze.

Treasurer's Report: The Board reviewed the written Treasurer's Report for October 2017. McCann explained the status of the General Fund Investments of CDs.

LaVoie called for the approval of bills paid during September 2017. Vrsek moved to approve the bills paid in September 2017. Seconded by Palmer. Aye=all, nay=none. Motion carried.

The Board reviewed the draft and final Balance Sheets for September 2017.

McCann informed the Board of the date for the Library's audit, October 16-18, 2017.

The Board reviewed the 2017-2018 budget. McCann explained any changes that would need to be made, but no Board action was required.

Reimbursements: None.

Director's Report: The Board reviewed the written Director's Report for October 2017.

The Board reviewed items from the Michigan Library Association, The Library Network, and the Ann Arbor Area Community Foundation.

The Board reviewed information provided about hoopla, the Library's new stream service.

Patron comments and suggestions were included in the Board packet and reviewed.

Event calendars for Youth, Teen, and Adult programs in October 2017 were included at the end of the packet.

Personnel: Anniversaries include Scott Wright, Technology Librarian (7 yrs.); Amy Hyde, Youth Reference Librarian (1 yrs.); and Alyssa Garlington, Library Assistant (7 yrs.). No Board action was required due to the January 2017 overall wage increase.

New Hires: LaVoie called for the approval of the hiring of Grace Kelch, Adult Reference Librarian, at the rate of \$18.08 per hour. Cousins moved to approve the hiring of Grace Kelch. Seconded by Quigley. Aye=all, nay=none. Motion carried.

Statistics: Circulation statistics for September 2017 are included at the end of the minutes.

Committee Reports:

The Board reviewed the Finance Committee minutes from September 21, 2017.

The Board reviewed the Facilities Committee minutes from September 27, 2017.

The Policy Committee did not meet in September.

Old Business: The Board reviewed the Library's strategic plan. McCann informed the Board of progress that has been made, such as in the Marketing, Materials, Programming, Staffing and Technology sections.

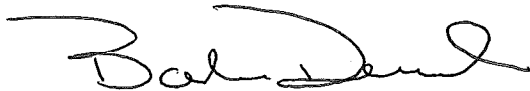
New Business: None.

Public Comment: None.

Board Member Comments: None.

Having reached the end of the agenda, the meeting was deemed adjourned at 8:25 pm.

Respectfully submitted,



Barbara Davenport,
Secretary



Summer Powers,
Recording Secretary

Amendment: September 2017 Circulation Statistics

September 2017 Circulation Statistics

| | September | August | %change |
|----------------------|--------------|--------------|-------------|
| Adult Books | 5546 | 6465 | -14% |
| Young Adult Books | 1188 | 1750 | -32% |
| Children's Books | 10640 | 11747 | -9% |
| Magazines | 200 | 256 | -22% |
| DVD | 4371 | 5624 | -22% |
| Books on CD | 981 | 1265 | -22% |
| Music CD | 843 | 1082 | -22% |
| Realia/Objects/Equip | 1 | 7 | -86% |
| Overdrive | 1638 | 1940 | -16% |
| RBDigital magazines | 345 | 259 | 33% |
| ILL lent out | 3160 | 3434 | -8% |
| ILL borrowed | 3699 | 4374 | -15% |
| Renewals Workflows | 1059 | 1218 | -13% |
| Renewals via web | 4509 | 4374 | 3% |
| Total | 38180 | 43795 | -13% |
| In-house use | 1444 | 1965 | -27% |
| Library visits | 13272 | 20109 | -34% |
| Reference questions | 2470 | 3151 | -22% |
| Items withdrawn | 1478 | 1180 | 25% |
| New items added | 1351 | 1305 | 4% |
| Total holdings | 110062 | 110978 | -1% |
| New cards issued | 96 | 115 | -17% |
| Total card holders | 11736 | 11784 | 0% |
| Internet usage | 3515 | 4436 | -21% |
| Museum/Park Pass | 5 | 4 | 25% |
| Web site visits | 8444 | 10138 | -17% |
| Program attendance | 1279 | 2477 | -48% |
| Fax | 89 | 96 | -7% |