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**Lapeer District Library  
Regular Meeting of April 19th, 2018  
Marguerite deAngeli Branch Library  
Minutes**

**18R.04.01 CALL TO ORDER:** Mrs. Watz, Chairperson, called the meeting to order at 2:01 p.m.

**18R.04.02 ROLL CALL:**

Glenn Alverson	City of Lapeer	12/31/2018	Resigned
Charlotte Babb	County (Burnside Township)	12/31/2020	Present
Kim Hill	County (Hadley Township)	12/31/2019	Present
Gary Phillips	County (Deerfield Township)	12/31/2019	Excused
Karen Rykhus	Lapeer Township	12/31/2020	Present
Perry Valle	County (Metamora Township)	12/31/2021	Present
Jan Watz	Mayfield Township	12/31/2021	Present

Quorum is 4. There are 5 Board members present.

Also present are Melissa Malcolm, Lapeer District Library (LDL) Director and Pat Presby, recorder.

**18R.04.03 PUBLIC COMMENTS:** None

**18R.04.04 ADDITIONS/DELETIONS/APPROVAL OF AGENDA:** Addition requested for an update on the re-branding. Mrs. Rykhus moved to accept the agenda as printed with the additional request. Seconded by Ms. Hill. Motion carried.

**18R.04.05 MINUTES:** Consent Agenda: Mrs. Hill moved to approve the consent agenda with the correction in 18R.03.14 to read Mr. Valle instead of Mr. Perry. Seconded by Mrs. Babb. Motion carried.

**BOARD REPORTS:**

**18R.04.06 Treasurer:** Mrs. Babb moved to pay checks #12190-12233 from General Checking for the amount of \$37,677.41, bill pay #GC1607-GC1634 from General Checking-Online Bill Pay for the amount of \$12,694.65 and bill pay #PC1248-1257 from Payroll Checking-Online Bill Pay for the amount of \$78,180.51 for a grand total of \$128,552.57. Seconded by Mr. Valle.

Motion carried.

**Committee Reports:**

- 18R.04.07** 1. Finance--No report.
- 18R.04.08** 2. Facilities-- (meeting as needed) – Did not meet. No report.
- 18R.04.09** 3. Advocacy--No report.
- 18R.04.10** 4. Personnel--No report.

**Special Meeting Reports:**

**18R.04.11** Bond work/community involvement:

- 1. The secretary offered sheets available for community members to sign up to help on the bond issue.
- 2. Possibilities for another honorary chair were discussed.
- 3. No action yet on the building site sign.

**18R.04.12** Building Committee: Several considerations were discussed.

- 1. The cost of the building might go up if and when steel tariffs are in place.
- 2. Board members were advised of changes in interior design trends for libraries such as “work pods” in lieu of service desks.
- 3. A sample brochure from the Allegan Library was discussed with the thought of adopting a similar approach for LDL’s project. The brochure was a good example of how efficiently information could be presented to the community about the library’s bond proposal. It was clear, concise, and inviting to read.
- 4. The director will meet with John Chrastka of EveryLibrary next week.
- 5. The presentation by a member of the Vote Yes Committee to the Optimists Club had positive results.

**18R.04.13 LAPEER COUNTY REPORT:** None

**UNFINISHED BUSINESS:**

- 18R.04.14** 1. Patron behavior policy- Some clarification was gained from LDL’s lawyer regarding H : Campaigning, Petitioning, Interviewing, and Similar Activities in that people may not set up any tables or booths to do this activity. Also, E: Recreational Equipment and Personal Transport Devices needed clarification. By consensus, it was decided that shoes with wheels were allowed in the building only if the wheels were in the “locked up”

position. Mrs. Rykhus moved to accept the policy as printed. Seconded by Ms. Hill. Motion carried.

- 18R.04.15** 2. Resolution submitting bond proposal—The board briefly discussed re-financing options and possibilities. Mr. Valle moved to accept the resolution. Seconded by Ms. Hill. Roll call vote required. Mr. Valle, yes; Mrs. Babb, yes; Mrs. Rykhus, yes; Ms. Hill, yes; Mrs. Watz, yes. Resolution declared adopted.

#### **NEW BUSINESS:**

- 18R.04.16** 1. Update on re-branding—The View Group is re-doing the tri-fold brochure; some technical issues in software and color consistency are being corrected. Price quotes for branch signs and “giveaways” are being explored.
- 18R.04.17** 2. Filling board membership from the City of Lapeer— Possible recruits from the community were discussed as well as where and how to get the word out about the vacancy. A brief job description and meeting times are needed.

#### **STAFF REPORTS:**

- 18R.04.18** Assistant Director for Technical Services—Mrs. Brown submitted a written report.
- 18R.04.19** Director’s Report—Ms. Malcolm submitted a written report.

#### **COMMUNICATIONS:**

- 18R.04.20** 1. Lapeer Area Chamber of Commerce Business Connections, (via e-mail)
- 18R.04.21** 2. Lapeer Area Chamber of Commerce solicitation for sponsorship for Lapeer Days
- 18R.04.22** Glenn Alverson’s resignation letter
- 18R.04.23** Fire Department’s congratulations regarding Fire Code compliance inspection (For the 11<sup>th</sup> consecutive year not a single fire violation was found.)

#### **BOARD COMMENTS OR REQUESTS FOR INFORMATION:**

- 18R.04.24** What are the possibilities of helping teachers with additional book check outs?
- 18R.04.25** 2. Discuss/find another honorary chair.
- 18R.04.26** 3. Explore the idea of children paying off their fines by specified reading times.

- 18R.04.27** 4. Is LDL doing anything for The Great American Read sponsored by PBS?
- 18R.04.28** MMLC REPORT: Vote on the changes to the by-laws will take place at the May 17, 2018 joint Board and Advisory Council meeting.
- 18R.04.29** PUBLIC COMMENTS: None.
- 18R.04.30** ADJOURNMENT: Mrs. Babb moved to adjourn. Seconded by Mr. Valle. Motion carried. Meeting adjourned at 3:21 p.m.

**Special Meeting:  
Metamora Branch Library  
May 3, 2018  
4:30 pm**

**Regular Meeting:  
Marguerite deAngeli Branch Library  
May 17, 2018  
Finance Committee 1:00 pm  
Full Board 2:00 pm**