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**Lapeer District Library  
Regular Meeting of July 20, 2017  
Marguerite deAngeli Branch Library  
Minutes**

**17R.07.01 CALL TO ORDER:** Mrs. Watz, Chairperson, called the meeting to order at 2:00 p.m.

**17R.07.02 ROLL CALL:**

Glenn Alverson	City of Lapeer	12/31/2018	Present
Charlotte Babb	County (Burnside Township)	12/31/2020	Present
Kim Hill	County (Hadley Township)	12/31/2019	Excused
Gary Phillips	County (Deerfield Township)	12/31/2019	Excused
Karen Rykhus	Lapeer Township	12/31/2020	Present
Perry Valle	County (Metamora Township)	12/31/2017	Present
Jan Watz	Mayfield Township	12/31/2017	Present

Quorum is 4. There are 5 Board members present. Ms. Hill and Mr. Phillips were excused.

Also present are Melissa Malcolm, Lapeer District Library (LDL) Director; Yvonne Brown, LDL Assistant Director for Technical Services; Emily Caswell, The View Newspaper Group; Dyle Henning, County Commissioner; Marketing and Outreach Committee members Sharona Rosnik, Daisy Barajas, Kara Haight, and Janelle Martin; and Pat Presby, recorder.

**17R.07.03 PUBLIC COMMENTS:** None

**17R.07.04 ADDITIONS/DELETIONS/APPROVAL OF AGENDA –** Mr. Alverson moved to approve the agenda as printed. Seconded by Mrs. Babb. Motion carried.

**17R.07.05 MINUTES –** Mr. Valle moved to approve the minutes of June 15, 2017 Regular Meeting and July 6, 2017 Special Meeting as printed. Seconded by Mrs. Babb. Motion carried.

**BOARD REPORTS:**

**17R.07.06** Treasurer - Mrs. Babb moved to pay checks #11758-11814 from General Checking for the amount of \$66,618.55, pay GC#1334 – GC1364 from General Checking – Online Bill Pay for the amount of \$12,639.58, and pay PC #1142-PC1156 from Payroll Checking-Online Bill Pay for the amount of \$138,974.05 for a grand total of \$218,232.18. Seconded by Mr. Alverson. Motion carried.

**Committee Reports:**

**17R.07.07** Finance – Ms. Malcolm reported upgrades in fiber optics for Columbiaville branch. Cost for updated Jamex coin machines that will work with new copier/printers exceeded Ms. Malcolm's \$2000 authority to approve. Mrs. Babb moved to approve \$3852 for the updated Jamex coin machines. Seconded by Mr. Valle. Motion carried. Library staff is looking into possible replacements for LDL's 2002 truck. Finance committee advised sending out RFPs for annual audit.

- 17R.07.08 Facilities - no report
- 17R.07.09 Advocacy – Mrs. Rykhus submitted a written report about outreach to the townships of Arcadia, Burnside, Deerfield, and Rich.
- 17R.07.10 Personnel – no report

**UNFINISHED BUSINESS**

- 17R.07.11 Ms. Caswell submitted a Brand Proposal including costs. Mrs. Watz told the Board that they should be prepared to take action on the proposal at the Special Meeting on August 3.

**LAPEER COUNTY REPORT:**

- 17R.07.12 Mr. Henning reported that the county had approved grants for voter software upgrades and improvements to the Polly Ann Trail; the county audit had a positive report and a Master Gardeners’ class will be held beginning in August.

**BOARD REPORTS:**

**Special meeting reports:**

- 17R.07.13 capital campaign/fund raising – no report
- 12R.07.14 Programs within the building – Family Literacy has received the working contract from LDL.
- 17R.07.15 Bond work/committee – John Chrastka of EveryLibrary will speak to the Board at the August 3 Special Meeting. At 7:30 p.m. on August 3, he will meet with interested community people who may be possible candidates for the bond work committee. Board members can contact community members about the presentation. Parameters for Board members involvement in a discussion were reviewed.
- 17R.07.16 Community input/involvement – no report
- 17R.07.17 Bond work – no report

**NEW BUSINESS:**

- 17R.07.18 Meeting room policy change – Mr. Valle moved to accept the meeting room policy change (weekly reservations are no longer available). Seconded by Mr. Alverson. Motion carried.
- 17R.07.19 MERS officer delegate – No Board member is attending the MERS meeting. A staff person will attend. No action was taken.
- 17R.07.20 Families Against Narcotics request to display pinwheels – Mrs. Rykhus moved to allow FAN to display pinwheels on the deAngeli lawn. Seconded by Mr. Valle. Motion carried.

**17R.07.21** Memorandum of Understanding with LCISD - Mr. Alverson moved to accept the agreement with LCISD to cooperate in assisting adult learners. Seconded by Mrs. Babb. Motion carried.

**STAFF REPORTS:**

**17R.06.20** Assistant Director for Technical Services - Ms. Brown submitted a written report.

**17R.06.21** Directors Report: Ms. Malcolm submitted a written report.

**COMMUNICATIONS:**

**17R.07.22** Lapeer Area Chamber of Commerce April newsletter (via e-mail)  
Sponsorship request for Lapeer Days from the Chamber of Commerce

**BOARD COMMENTS OR REQUESTS FOR INFORMATION:**

**17R.07.23** Mrs. Watz requested a review of the strategic plan to be put on the agenda under Unfinished Business.

**17R.07.24** Mr. Valle suggested making access to the Board's minutes on the website easier.

**MMLC REPORT:**

**17R.07.25** Mr. Valle submitted copies of information sent to him on library funding and Internet neutrality.

**17R.07.27** **PUBLIC COMMENTS:** None

**17R.07.28** **ADJOURNMENT:** Mr. Alverson moved to adjourn. Seconded by Mr. Valle. Motion carried. Meeting adjourned at 3:39 p.m.

**Special Meeting:  
Metamora Branch Library  
August 3, 2017  
4:30 p.m.**

**Regular Meeting:  
Metamora Branch Library  
August 17, 2017  
Finance Committee 1 p.m.  
Full Board 2 p.m.**