



The Lapeer District Library will be the community's destination for resources, education, technology and connections.

**Lapeer District Library
Regular Meeting of March 21, 2019
Marguerite deAngeli Library
Minutes**

19R.03.01 Call to Order: Mrs. Watz, chairperson, called the meeting to order at 5:35 p.m.

19R.03.02 Roll Call:

Jacquie Wilson	City of Lapeer	12/31/2022	Present
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	Present
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 7 Board members present.

Also present are Melissa Malcolm, Lapeer District Library (LDL) Director, Yvonne Brown, Assistant Director for Technical Services, Dyle Henning, Lapeer County Commissioner, and Patricia Presby, recorder.

19R.03.03 Public Comments: None

19R.03.04 Additions/Deletions/Approval of agenda: Mrs. Rykhus moved to accept the agenda as presented. Seconded by Mrs. Hill. Motion carried.

19R.03.05 Consent Agenda: Mr. Phillips moved to approve the consent agenda. Seconded by Mr. Valle. Motion carried.

Board Reports:

19R.03.06 Treasurer: Mrs. Babb moved to pay checks #12682-12732 from General Checking for the amount of \$41,151.53, bill pay #GC1954-GC1984 for General Checking-Online Bill Pay for the amount of \$3,679.73, and bill pay #PC1381-PC1391 for the amount of \$97,030.65 for a grand total of \$141,861.91. Seconded by Mr. Phillips. Motion carried.

Committee Reports:

19R.03.07 Finance: No report

19R.03.08 Facilities: No report

19R.03.09 Advocacy: A written report was submitted. In addition, township visits were discussed with two visits made to each township the target goal. Helpers for Expo were recruited.

19R.03.10 Personnel: No report

Lapeer County Report:

19R.03.11 Mr. Henning gave a report of county activity, indicating that it was a rather "quiet time" for the county. There have been staff changes and Community Mental Health (CMH) appointments. He gave a brief description of "interesting" topics including 911 request for money for equipment for car computers, and a change of use to the area behind the courthouse. He distributed fliers promoting the 33rd Annual Lapeer County 4-H Spring Auction.

Unfinished Business:

19R.03.12 By-law review:

- Response from LDL's lawyer is needed before presenting changes to the full board.
- While the trustee manual has a description of duties, it was felt that some unnamed duties should be put into a succinct form, spelling out powers, duties and responsibilities. Some duties that might be understood need to be directly stated.
- In a discussion of term limits (and their possible inclusion in the board's by-laws), individual board members were polled. At this time term limits will not be included in the by-laws.
- The board considered having ad hoc positions on the board. While the consensus was that it was a good idea, no definite action was taken.

19R.03.13 Financial policies discussion:

- The financial policies in board member's packet at the last meeting were based on LDL's lawyer's templates and the board had time to scrutinize them for further refinement particular to LDL's situation.
- The policies involve public library purchasing, electronic transactions of public funds, patron payment by electronic transactions with a device, and credit card use by authorized staff.
- Most online bill paying is already in the budget which the board has approved.

- Some policy information is already in the board's by-laws but should be as a separate policy.
- More questions were generated for LDL's lawyer to clarify.
- It was agreed that the policies would be revisited at a later time.

19R.03.14 Spring Expo details: Logistics of set-up, give aways and workers were finalized.

19R.03.15 Special meeting with Shirley Bruursema: Mrs. Babb moved to have a special meeting of the full board on April 27 at 10:30 a.m. at the Metamora Branch. Seconded by Mrs. Wilson. Motion carried.

New Business:

19R.03.16 Website redesign: A website redesign is not in the current budget. It would have to be in the 2020 budget and would cost more than the one in current use. More information was given in the director's report.

Staff Reports

19R.03.17 Assistant Director for Technical Services: a written report was submitted. In addition, Mrs. Brown demonstrated the "new" type of talking books for children.

19R.03.18 Director's Report: a written report was submitted.

Communications:

19R.03.19 Lapeer Area Chamber of Commerce Business Connections (via e-mail)

19R.03.20 Columbiaville Days request for donation

Board Comments or Request for Information:

19R.03.21 Friends of deAngeli Library have an account at the local re-sale shop, New To You. Donations can be made to the store under their "Donate with a Purpose" affiliation.

19R.03.22 MMLC Report: MMLC is still looking for a new director. Application deadline is April 15 with interviews scheduled for May 13 and 14.

19R.03.23 Public Comments: None

19R.03.24 Adjournment: Mrs. Hill moved to adjourn. Seconded by Mrs. Babb. Motion carried. Meeting adjourned at 7:34 p.m.

**Regular Meeting: Marguerite deAngeli Library
April 18, 2019
Finance Committee 5:00 p.m.
Full Board 5:30 p.m.**