



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

**Lapeer District Library  
Regular Meeting of January 17, 2019  
Marguerite deAngeli Library Minutes**

**19R.01.01 Call to Order:** The meeting was called to order by Chairperson, Mrs. Watz at 5:34 p.m.

**19R.01.02 Roll Call:**

Jacque 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	Absent
Karen Rykhus	Lapeer Township	12/31/2020	Excused
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, Yvonne Brown, Assistant Director for Technical Services, and Pat Presby, recorder.

**19R.01.03 Public Comments:** Mike Boskee, Supervisor of Elba Township, was in attendance as an interested community member.

**19R.01.04 Additions/Deletions/Approval of agenda:** Mrs. Hill moved to accept the agenda as presented. Seconded by Mrs. Wilson. Motion carried.

**19R.01.05 Consent Agenda:** Mr. Valle moved to approve the consent agenda with the correction of check number 12538 from General Checking to be number 12583 in approval of minutes on December 20, 2018. Seconded by Mrs. Hill. Motion carried.

**Board Reports:**

**19R.01.06 Treasurer:** Mrs. Babb moved to pay checks #12584-12635 from General Checking for the amount of \$69,245.18, bill pay #GC1885-GC1895 from General Checking-Online Bill Pay for the amount of \$2,010.57, and #PC1359-PC1362 from Payroll Checking-Online Bill Pay for the amount of \$48,543.38 for a grand total of \$119,799.13. Seconded by Mr. Valle. Motion carried.

- 19R.01.07 Finance:** no report
- 19R.01.08 Facilities:** no report
- 19R.01.09 Advocacy:** The committee did not meet; however, the board has previously discussed visiting township board meetings to make township officials aware of the services the library offers to the community. A listing of times and places of township board meetings were provided to the board members. Bookmarks are currently available listing the library's services and board members can request additional promotional materials to distribute.
- 19R.01.10 Personnel:** Did not meet.

**Lapeer County Report:**

- 19R.01.11** None

**Unfinished Business:**

- 19R.01.12 Building discussion:** Date for ballot proposal and fund-raising  
The discussion revolved around several issues. The momentum for the bond proposal has diminished somewhat. The building could be made smaller, but in all probability would be the same cost. Fund-raising particulars are not resolved. The suggestion was to contact Shirley Bruursema for her input. The response to inquiries about the date for the bond proposal is to be that the board is "thinking about 2020".
- 19R.01.13 By-law review:** Copies of the current by-laws and by-laws from a template of LDL's lawyer were presented. (LDL's by-laws had been reviewed by the lawyer previously.) A committee was formed of two board members and the director to go through the by-laws in sections and then bring their suggestions for change or re-wording to the full board for approval.
- 19R.01.14 Delivery of consent agenda and financials:** The director's report, assistant director's report and correspondence can be in the consent agenda sent to the board members via e-mail, along with budget vs actual from the previous month. The financials have been run on the day of the board meeting, and therefore not in agreement with a spreadsheet sent days before the meeting. Spreadsheets of bills paid and to be paid will not be included in the pre-meeting packet.

**New Business:**

- 19R.01.15** Election of officers—LDL's lawyer suggested that term for officers run from February 1 to January 31. Mr. Valle moved to elect the same officers as the previous year. Seconded by Mrs. Hill. Motion carried.
- 19R.01.16** Committee assignments—The chairperson, Mrs. Watz, requested that board members contact her to indicate which committees they would be willing to serve on and those which might not match their skill set. No formal action taken.

- 19R.01.17** Credit card approvals for 2019—A written list of credit card accounts, limits, and authorized users was submitted. Mrs. Babb moved to accept it as presented. Seconded by Mrs. Hill. Motion carried.
- 19R.01.18** Credit card policy—begin review. (The last review was in 2005.) A copy of the current credit card policy was submitted for the board’s perusal with the suggestion that special consideration be given to re-wording point #3 regarding the authorization of the director for each purchase.
- 19R.01.19** Library cards for middle school and high school students—The current policy, adopted in 2003, requires parental approval for internet use. However, current filters in place safeguard students from scurrilous sites. The main concern is to provide the library’s e- resources (hoopla, OverDrive) to students who might not be able to get to the library for check outs. Further, because of the library’s current filters, the policy of not issuing guest passes to minors should be rescinded. Provided for the board was “An Interpretation of the Library Bill of Rights for Minors” which explores the necessity of free access to libraries for minors.

#### **Staff Reports**

- 19R.01.20 Assistant Director for Technical Services:** A written report was submitted.
- 19R.01.21 Director’s report:** A written report was submitted.

#### **Communications:**

- 19R.01.22** Lapeer Area Chamber of Commerce Business Connections (via e-mail)
- 19R.01.23** Village of Columbiaville Winter Newsletter (via e-mail)

#### **Board Comments or Request for Information:**

- 19R.01.24** Penal fine report from the county needs clarification
- 19R.01.25** Board members are welcome to attend the webinar on advocacy on 1/23/19 at 1:00 p.m. in the deAngeli meeting room.
- 19R.01.26 MMLC Report:** Search for the new director continues. Authorization of up to \$500 for travel expenses for candidates is being allowed.
- 19R.01.27 Public Comments:** None
- 19R.01.28 Adjournment:** Mrs. Hill moved to adjourn. Seconded by Mr. Valle. Motion carried. Meeting adjourned at 7:35.p.m.

**Regular Meeting: Marguerite deAngeli Library  
February 21, 2019  
Finance Committee 5:00 p.m.  
Full Board 5:30 p.m.**