



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

**Lapeer District Library
Regular Meeting of June 20, 2019
Marguerite deAngeli Library
Minutes**

19R.06.01 Call to Order: Mrs. Watz, chairperson, called the meeting to order at 5:30 p.m.

19R.06.02 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	Excused
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 6 Board members present.

Also present are Melissa Malcolm, Lapeer District Library Director, Yvonne Brown, Assistant Director for Technical Services, and Patricia Presby, recorder.

19R.06.03 Public Comments: None

19R.06.04 Additions/Deletions/Approval of agenda: Mr. Phillips moved to accept the agenda as presented. Seconded by Mrs. Rykhus. Motion carried.

19R.06.05 Consent Agenda: Mr. Valle moved to accept the consent agenda as presented. Seconded by Mrs. Wilson. Motion carried.

Board Reports:

19R.06.06 Treasurer: Mrs. Babb moved to pay checks #12834-12900 from General Checking for the amount of \$77,818.80, bill pay #GC 2040-2083 for General Checking-Online Bill Pay for the amount of \$9,745.37, and bill pay #PC1417-1432 for the amount of \$135,873.57 for a grand total of \$223,437.74. Seconded by Mr. Valle. Motion carried.

Committee Reports:

19R.06.07 Finance: LDL's Facilities Manager submitted three bids for getting the administration building parking lot paved, with a recommendation of Bennett Asphalt Paving, Inc. to do the work. Mrs. Babb moved to accept the recommended bidding company. Seconded by Mr. Phillips. Motion carried.

- 19R.06.08 Facilities:** No report.
- 19R.06.09 Advocacy:** No meeting but reports were given of attendance at Lapeer City and Columbiaville, and Marathon township meetings. Emphasis was on information about Michigan Activity Pass (MAP) program available to area residents.
- 19R.06.10 Personnel:** No report.
- 19R.06.11 Lapeer County Report:** None

Unfinished Business:

- 19R.06.12 Presentation of audit by King & King:** The representative of King & King offered a synopsis report including a comparison chart of Overall Fund Rating. He pointed out the state's recommendation of percentages of revenues to be held in a fund balance as well as amounts to cover pension liabilities and other future needs. The gist of his report is that Lapeer District Library is in a healthy financial position. Mrs. Babb moved to accept and submit the audit report. Seconded by Mr. Valle. Motion carried.
- 19R.06.13 Trustee job description:** A copy of the trustee job description should be put in the board's orientation packet to include the suggested additions of more specific responsibilities such as sub-committee meetings and community and governmental meetings. Also referenced should be the degree of personal commitment to self- education of current library issues. Putting the trustee's job description on LDL's homepage, under "Board", could be useful in piquing interest in someone wanting to be on the library board.
- 19R.06.14 Strategic planning:** The Strategic Planning Committee will meet with Amanda Standerfer on July 9. She will also work with the staff on July 18 and conduct a retreat with the board at the July 18 Board meeting. It is expected that the plan will be completed by the end of December.
- 19R.06.15 By-laws:** The advice of LDL's lawyer is that liability and conflict issues should not be included in by-laws. Policies of conduct and conflict can be taken care of in other areas or become a separate policy.

New Business:

- 19R.06.16 Public comment policy:** A sample of a public policy was presented. Voting will be at the next meeting after discussion and comments

Staff Reports:

- 19R.06.17 Assistant Director for Technical Services:** A written report was submitted including further information on a new service for patrons, ArtistWorks, through RB Digital.
- 19R.06.18 Director's Report:** A written report was submitted.

Communications:

- 19R.06.19** Lapeer Area Chamber of Commerce Business Connections (via e-mail)
- 19R.06.20** Lapeer Area Chamber of Commerce request for sponsorships for Lapeer Days
- 19R.06.21** Announcement of Senior Expo 2019 theme: Oktoberfest

Board Comments or Request for Information:

- 19R.06.22** There will be a town hall meeting at the library by State Senator Kevin Daley on Monday, June 24, from 2 p.m. to 3 p.m.
- 19R.06.23** **MMLC Report:** On July 11 the board will find out if the candidate offered the Executive Director's position has accepted it.
- 19R.06.24** **Public Comments:** None
- 19R.06.25** **Adjournment:** Mr. Valle moved to adjourn the meeting. Seconded by Mrs. Wilson. Motion carried. Meeting adjourned at 6:37 p.m.

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