



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

**Lapeer District Library
Regular Meeting of August 15, 2019
Metamora Branch Library
Minutes**

19R.08.01 Call to Order: Mrs. Watz, chairperson, called the meeting to order at 5:32 p.m.

19R.08.02 Roll Call:

Jacque Wilson	City of Lapeer	12/31/2022	Excused
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 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.08.03 Public Comments: None

19R.08.04 Additions/Deletions/Approval of agenda: Mr. Valle moved to accept the agenda as presented. Seconded by Mr. Phillips. Motion carried.

19R.08.05 Consent Agenda: Mr. Phillips moved to accept the consent agenda. Seconded by Mr. Valle. Motion carried.

Board Reports:

19R.08.06 Treasurer: Mrs. Babb moved to pay checks #12945-13000 from General Checking for the amount of \$70,431.74, bill pay #GC2109-2140 for General Checking-Online Bill Pay for the amount of \$6,694.91, and bill pay #PC1445-1456 for the amount of \$96,939.27 for a grand total of \$174,065.92. Seconded by Mrs. Hill. Motion carried.

Committee Reports:

19R.08.07 Finance: No report

- 19R.08.08 Facilities:** The new blacktop for the parking area at headquarters has been completed.
- 19R.08.09 Advocacy:** No township visits were made this month. Fall visits will promote digital services of the library.
- 19R.08.10 Personnel:** Meeting is on Monday, August 19.
- 19R.08.11 Lapeer County Report:** No report

Unfinished Business:

- 19R.08.12 By-laws and committee structure:** Discussion centered on problems arising from standing committee meetings, notably Facilities, Advocacy, and Personnel. If the committees make decisions, then the meeting must follow Open Meetings Act. If committees were disbanded, then all board members would have to keep up with all information, and, while everyone would have input, progress on decision making could be cumbersome as the committees have served to be a filter for information. The purpose of committees is to present recommendations to the board. After a consult with LDL's lawyer, Article VII, Section 2. B., C., and D. may be deleted from the By-Laws. No formal action was taken, as the board will await the advice from the attorney.
- 19R.08.13 Library trustee job description:** The library description outlines the responsibilities of board membership. It was suggested that it would be helpful if shown to prospective candidates. Mr. Phillips moved to approve the trustee job description and have it posted on LDL's webpage. Seconded by Mrs. Hill. Motion carried.
- 19R.08.14 Strategic plan:** The strategic plan progress was noted involving putting together focus groups including dates, time frame and locations. A discussion followed on how to assure that a full range of community members were involved. Progress of surveys, check out desk questions and weekly Facebook questions were noted. Ways to promote more community response were discussed.
- 19R.08.15 New Business:** None

Staff Reports

- 19R.08.16 Assistant Director for Technical Services:** A written report was submitted with the additional notation about the huge surge in items checked out.
- 19R.08.17 Director's Report:** A written report was submitted. In addition, it has been suggested by patrons to add more open hours at the Columbiaville branch. No action was taken.

Communications:

19R.08.18 Lapeer Area Chamber of Commerce Business Connections (via e-mail)

19R.08.19 **Board Comments or Request for Information:** None

19R.08.20 **MMLC Report:** The new director, Eric Palmer, begins his duties on October 1st. He plans to visit all libraries in MMLC's jurisdiction.

19R.08.21 **Public Comments:** None

19R.08.22 **Adjournment:** Mrs. Hill moved to adjourn. Seconded by Mr. Valle. Motion carried. Meeting adjourned at 6:44 p.m.

**Regular Meeting: Marguerite deAngeli Library
September 19, 2019
Finance Committee 5:00 p.m.
Full Board 5:30 p.m.**