



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

**Lapeer District Library  
Regular Meeting of October 24, 2019  
Marguerite deAngeli Library  
Minutes**

**19R.10.01 Call to Order:** Mrs. Watz, board chair, called the meeting to order at 5:30 p.m.

**19R.10.02 Roll Call:**

Jacquie 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	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   5   Board members present.**

Also present are Melissa Malcolm, Lapeer District Library Director (LDL), Mary Cowles, Children's Librarian, Amanda Standerfer, FastForward Libraries, and Patricia Presby, recorder.

**19R.10.03 Meet:** Mary Cowles briefly introduced herself to the board and gave an overview of what her plans were for the children's department.

**19R.10.04 Public Comments: None**

**19R.10.05 Additions/Deletions/Approval of agenda:** Under Unfinished Business—The board is expected to approve the updated by-laws but a date for the update to the document must be added. Under New Business—Item 1. can be dropped as the Board met Mary Cowles right after roll call. Mr. Phillips moved to accept the agenda as presented. Seconded by Mrs. Rykhus. Motion carried.

**19R.10.06 Consent Agenda:** Mr. Valle moved to accept the consent agenda as presented. Seconded by Mr. Phillips. Motion carried.

**Board Reports:**

**19R.10.07 Treasurer:** Mrs. Babb moved to pay checks #13054-13119 from General Checking for the amount of \$38,385.67; bill pay #GC2176-2208 for General Checking –Online Bill Pay for the amount of \$6,579.82; and bill pay payroll checking #PC1469-1483 for the amount of \$140,819.75 for a grand total of \$185,785.24. Seconded by Mr. Valle. Motion carried.

**Committee Reports:**

**19R.10.08 Finance:** Director to check on budget figures for several account lines.

**19R.10.09 Lapeer County Report:** None

**Unfinished Business:**

**19R.10.10 Strategic planning retreat with Amanda Standerfer (agendas provided):** Ms. Standerfer reviewed the progress so far on the strategic plan beginning with the “Learning Report” and the timeline for the rest of the Strategic Plan for LDL. The learning report gives input on the direction of the plan which then needs further refinement before the staff can work on the activity plan. The board divided into two groups to discuss what themes they saw in the learning report as well as what disappointments were noticed. The full board then shared and discussed their results. Perception of the board and the community often differed. Looking forward, in light of the Learning Report’s revelations, the board then focused on generating ideas about four areas—programs, outreach/marketing, space, and funding/resources. All ideas were written down and, after refinement in wording, will be included in the draft of the final strategic plan. It was agreed that personal connections to community members move people along the “ladder of engagement” for the library in a positive way. Ms. Standerfer then pointed out differences between a Vision Statement and a Mission Statement, suggesting some word tweaking to LDL’s current statements. The next step for the consultant will be to present an outline for the strategic planning committee to examine. The document will have strategic directions, goals, and example activities. A final document will be submitted in December.

**19R.10.11 Revised by-laws:** An approval date will be added to the document. Mrs. Babb moved to accept the by-laws as presented. Seconded by Mrs. Rykhus. Motion carried.

**19R.10.12 New Business:** None

## **Staff Reports**

- 19R.10.13 Assistant Director for Technical Services:** A written report was submitted.  
**19R.10.14 Director's Report:** A written report was submitted.

## **Communications:**

- 19R.10.15** Lapeer Area Chamber of Commerce Business Connections (via e-mail)  
**19R.10.16** Lapeer Area Chamber of Commerce donation form for Christmas lights

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

- 19R.10.17** Two board members said that they would be unable to attend the next board meeting.
- 19R.10.18** There are two Friends sales coming up: Baskets, Bags, Books, and More Sale on Nov. 2 and the Fall Book Sale on Nov.11-16.
- 19R.10.19** Board members were cautioned to check with township boards about their meeting times before doing township visits, as some may alter their meeting times in November and December.
- 19R.10.20 MMLC Report: No report**
- 19R.10.21 Public Comments: None**
- 19R.10.22 Adjournment:** Mr. Valle moved to adjourn. Seconded by Mr. Phillips. Motion carried. Meeting adjourned at 7:46 p.m.

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