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**Lapeer District Library  
Board Meeting April 16, 2020  
Via Telephone Conference  
Minutes**

**20R.04.01** Mrs. Watz, board chair, called the meeting to order at 5:32 p.m.

**20R.04.02 Roll Call:**

|                 |                             |            |         |
|-----------------|-----------------------------|------------|---------|
| Jacque Wilson   | City of Lapeer              | 12/31/2022 | Present |
| Charlotte Babb  | County (Burnside Township)  | 12/31/2020 | Excused |
| Amanda Sandusky | County (Oregon Township)    | 12/31/2023 | Present |
| Gary Phillips   | County (Deerfield Township) | 12/31/2023 | 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; Dorothy Fent, LDL employee; Dyle Henning, Lapeer County Commissioner; Patricia Presby, recorder.

**20R.04.03 Public Comments:** Dorothy Fent expressed her gratitude for the board's support and the director and assistant director's leadership which has made possible the continued camaraderie and spirit of the staff.

**20R.04.04 Additions/Deletions/Approval of Agenda:** Mr. Phillips moved to accept the agenda as presented. Seconded by Mrs. Rykhus. Motion carried.

**20R.04.05 Consent Agenda:** Mrs. Wilson moved to approve the consent agenda. Seconded by Mrs. Rykhus. Motion carried.

## **Board Reports:**

**20R.04.06 Treasurer:** Bills to be paid: The Director gave the report for February and March because of the treasurer's absence.

Mr. Valle moved to pay checks #13328-13373 from General Checking for the amount of \$40,591.40; bill pay #GC2338-2370 for General Checking—Online Bill Pay for the amount of \$8,536.60; and bill pay #PC1537-1547 from Payroll Checking—Online Bill Pay for the amount of \$85,654.48 for a grand total of \$134,782.48. (Bills from March's canceled meeting.)

And to pay checks #13374-13414 from General Checking for the amount of \$41,551.77; bill pay #GC2371-2397 for General Checking—Online Bill Pay for the amount of \$4,832.27; and bill pay #PC1548-1560 from Payroll Checking—Online Bill Pay for the amount of \$89,641.52 for a grand total of \$136,025.56. Seconded by Mr. Phillips. Motion carried. Committee reports:

## **Committee Reports:**

**20R.04.07 Finance:** No Report.

**20R.04.08 Lapeer County Report:** None.

## **Unfinished Business:**

**20R.04.09 Materials selection policy:** The policy was received in February to look over. Mrs. Rykhus moved to accept the policy as presented. Seconded by Mr. Phillips. Motion carried.

**20R.04.10 Director's search—interview questions:** After much discussion about interview logistics and timing, the following was decided: Phone interviews of the six candidates will take place on May 5th and 6th with the 7th as a possibility, if needed. Duration of the interviews will be approximately ½ hour with time between interviews for board reflection. The interviews will be scheduled to

begin at 3:00 p.m. at the deAngeli Branch Library. One board member will ask the questions which have been suggested by Eric Palmer, MMLC Director working with LDL's director. Final interviews may have to be conducted on-line because of travel restrictions which may still be in place at the time. Mr. Phillips moved to set the interview times for May 5th and 6th to begin at 3:00 p.m. Seconded by Ms. Sandusky. Motion carried

**20R.04.11 Revised co-op borrower type (VLC):** This revision to borrower type would extend LDL services to the whole Valley Library Consortium and would be especially beneficial for residents in the northern part of Lapeer County. LDL now belongs to the Mideastern Michigan Library Cooperative and adding VCL would enhance availability of LDL's services. Mr. Valle moved to accept the revision. Seconded by Mrs. Wilson. Motion carried.

**New Business:**

**20R.04.12 Revised fees for Foster Swift:** Mrs. Wilson moved to accept the revised fee for Foster Swift, from \$200 per hour to \$210 per hour. Seconded by Mr. Phillips. Motion carried.

**20R.04.13 SB 611 privacy bill:** The boards' packet included a clarification of the MLA's position on SB611. The MLA has proposed a substitution bill to remove obstacles and legal barriers libraries sometimes face when a crime has been committed in the library. The director will write up a document of support for SB611 for approval at the May meeting.

**20R.04.14 Revised list of charges for items:** The Assistant Director presented a list of charges and reviewed with the board the changes and additions for charges for items. Mrs. Rykhus moved to accept the changes as presented. Seconded by Mr. Phillips. Motion carried.

**20R.04.15 Audit request to ask for extension:** LDL will be unable to meet the audit filing deadline to the State of Michigan because of the extended closure necessitated by the pandemic. Mr. Valle moved ask for an extension until December 31, 2020 to file the Seconded by Mrs. Wilson. Motion carried.

**Staff Reports:**

- 20R.04.16 Assistant Director for Technical Services:** A written report was submitted. Mrs. Brown extended "thank yous" to the board and director for making what could be a trying time not so trying. She also gave kudos to the VLC staff for orchestrating computer work arounds in making exceptions for patron check out problems.
- 20R.04.17 Director's report:** A written report was submitted. In addition, the board was thanked for their support and generosity.

**Communications:**

- 20R.04.18** Lapeer Area Chamber of commerce business connections (via e-mail)
- 20R.04.19** Lapeer Area chamber of Commerce donation request (Lapeer Days)
- 20R.04.20** Confirmation received of vendor space at the Lapeer Community Expo which will be held on Sunday, September 27th.

**Board Comments or Requests for Information:**

- 20R.04.21** The board was reminded that responding to legislators' requests for opinions is necessary to keep libraries presence known.
- 20R.04.22 MMLC Report:** The May 14th meeting has been cancelled.
- 20R.04.23 Public Comments:** None.
- 20R.04.24 Adjournment:** Mr. Phillips moved to adjourn. Seconded by Mrs. Wilson. Motion carried. Meeting adjourned at 6:43 p.m.

**Regular Meeting: Marguerite deAngeli Library**

**May 21, 2020**

**Finance Committee 5:00 p.m.**

**Full Board 5:30 p.m.**