



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

Lapeer District Library

Regular Meeting of May 21, 2020

**Via conference call Meeting ID: 879 5454 3957 Password: 137918
Minutes**

20R.05.01 Call to Order: Mrs. Watz, chair, called the meeting to order at 5:34 p.m.

20R.05.02 Roll Call:

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|-----------------|-----------------------------|------------|---------|
| Jacque Wilson | City of Lapeer | 12/31/2022 | Present |
| Charlotte Babb | County (Burnside Township) | 12/31/2020 | Present |
| 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 7 Board members present.

Also present are Melissa Malcolm, LDL Director; Yvonne Brown, Assistant Director for Technical Services; and Patricia Presby, recorder.

20R.05.03 Public Comments: None

20R.05.04 Additions/Deletions/Approval of agenda: Mrs. Rykhus asked to add the North Branch agreement to New Business. Mr. Valle moved to accept the agenda as presented with the addition to New Business. Seconded by Mr. Phillips. Motion carried.

20R.05.05 Consent Agenda: Mr. Phillips moved to accept the consent agenda with the postponement of approval of minutes of Special Meeting of May 5 and 6 until next Regular meeting. Seconded by Mr. Valle. Motion carried.

Board Reports:

20R.05.06 Treasurer: Mr. Valle moved to pay checks #13415-13431 from General Checking for the amount of \$17,222.26 , bill pay #GC 2398-2436 from General Checking-Online Bill Pay for the amount of \$8, 286.12, and bill pay #PC1561-1572 from Payroll Checking-Online Bill Pay for the amount of \$83,910.36 for a grand total of \$109,418.74. Seconded by Mrs. Wilson. Motion carried.

20R.05.07 Finance: The Director gave a summary of the meeting. There might be an increase in tax revenues next year, but 2020-2021 may see a reduction of state aid. The committee discussed LDL's investment policy which was last reviewed in 2012. The change in law will necessitate some changes and the committee will have recommendations at the next board meeting. If the Board decides to hire a recruiter for a director search, the expense will have to be added to the budget, as it could be \$20,000. An option might be to inquire about Kent District Library Human Resource person who has previously done recruitments for other districts.

20R.05.08 Lapeer County Report: None

Unfinished Business:

20R.05.09 SB611 privacy bill: This bill amends the library privacy act. The Director summarized the concerns which this bill addresses verbally as well as in a written summary. A copy of the bill was distributed earlier in the year and asks for LDL Board's support of the bill's amendment which would enable libraries to work with law enforcement in a timely way when the library is a victim of a crime. There is no urgency because all non-essential committee meetings in the state legislature have been suspended. However, it is recommended that the board support the revised Michigan Library Privacy Act SB 611. The Board will look over the bill and take action at the next regular meeting.

New Business:

20R.05.10 Re-opening policy: A draft policy was presented using a template provided by LDL's lawyer. It suggests that a re-opening policy be formulated around stages rather than weeks thus enabling changes in stages up and down as necessary. The section on Director Authority is important as decisions might need to be made quickly during the re-opening process, and could be made without the Board convening for a special meeting to make them. Curbside check out, mask wearing, and sanitation issues were brought up and discussed. Limiting the number of people in a library building at any one time presents staffing issues which are currently being worked on. Known, however, is that staff will not have their former full hours due to decreased time that the main library (and its branches) will be open. Benefits would continue. At the core is how many staffers are needed for the library to re-open on a limited basis. Could there be voluntary furloughs? The template from LDL's lawyer will need some "tweaking" to fulfill LDL's unique needs.

- 20R.05.11** **Investment Policy:** Will be updated. Current copy provided to the board.
- 20R.05.12** **Director's Search:** Mrs. Rykhus moved to re--post the position of director. Seconded by Mr. Phillips. Motion carried. A discussion of the director search followed. The Director was asked to investigate recruiter's costs and what their duties entail. A small group at the MMLC Advisory Meeting said LDL's salary was too low. The Board discussed stating parameters on the salary with the addition of it being negotiable according to experience. A Special Meeting will be called to finalize any salary change in the job description and whether a recruiter will be hired. One suggestion was to have a committee of the board do the search and then bring their recommendations to the board as a whole.
- 20R.05.13** **North Branch Agreement:** The agreement with North Branch Township Library, which began when there was a change from the Lapeer County Library to a District Library, is due to expire December 31, 2020. (The contract was renegotiated in 2012.) The agreement involved LDL giving NBTL a substantial amount of money because some of our residents use NBTL. There has been no discussion as to what will happen when the agreement expires, although either side can indicate that they will not renew the agreement by giving a 90 day notice. Further discussion of this issue will occur at the June Regular Meeting.

Staff Reports

- 20R.05.14** **Assistant Director's Report:** A written report was submitted. A new recommended website, Newsguard, was explained.
- 20R.05.15** **Director's Report:** A written report was submitted. Reference Department Head's position will be posted. We need a new truck.

Communications:

- 20R.05.16** Lapeer Area Chamber of Commerce Business Connections (via e-mail)
- 20R.05.17** **Board Comments or Request for Information:** None
- 20R.05.18** **MMLC Report:** None
- 20R.05.19** **Public Comments:** None
- 20R.05.20** **Adjournment:** Mr. Phillips moved to adjourn. Seconded by Mrs. Sandusky. Motion carried. Meeting adjourned at 7:12 p.m.

**Regular Meeting: Marguerite deAngeli Library
June 18, 2020
Finance Committee 5:00 p.m.
Full Board 5:30 p.m.**