



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

**Lapeer District Library
Regular Meeting of October 24, 2024
Marguerite deAngeli Library
Minutes**

24R.10.01 Call to Order: W. Marquardt, board chairman, called the meeting to order at 5:30 p.m.

24R.10.02 Roll Call:

Bill Marquardt	City of Lapeer	12/31/2026	Present
Amanda Renius	County (Marathon Township)	12/31/2024	Present
Kari Kohlman	County (Deerfield Township)	12/31/2027	Present
Kelly Nolan	Lapeer Township	12/31/2024	Excused
John DeAngelis	County (Metamora Township)	12/31/2027	Present
Perry Valle	County (Metamora Township)	12/31/2025	Present
Dr. Neena Sharma Schons	Mayfield Township	12/31/2025	Excused

Quorum is 4. There are 5 Board members present.

Also present are D. Brigati, LDL Director; Y. Brown, Assistant Director for Technical Services; and P. Presby, recorder.

24R.10.03 Public Comments: K. Rhykus, of Friends of the Library gave her report during Public Comment time. She encouraged others to take in the display of Marguerite DeAngeli original sketches now framed in archival matting and glass displayed on the second floor. The Friends "thank you" luncheon was much appreciated. Annual Baskets and Books Sale starts on November 2. There are 52 baskets.

24R.10.04 Additions/Deletions/Approval of agenda: P. Valle moved to accept the agenda as presented. Seconded by A. Renius. Motion carried.

24R.10.05 Consent Agenda: The chair summarized the four points in the consent agenda. K. Kohlman moved to accept the consent agenda as presented. Seconded by J. DeAngelis. Motion carried.

Board Reports:

24R.10.06 Treasurer: P. Valle, board treasurer, moved to pay checks of September 20, 2024- October 18, 2024: checks#15419-15451 from General Checking for \$44,861.76; bill pay GC4200-4230 from General Checking—Online Bill Pay for \$12,698.56; and bill pay PC2217-2231 Payroll Checking—Online Bill

Pay for \$152,283.33 for a Grand Total of \$210,843.65. Seconded by K. Kohlman. Motion carried.

Committee Reports:

24R.10.07 Finance No report.

Lapeer County Report:

24R.10.08 No report.

Unfinished Business:

24R.10.09 None.

New Business:

24R.10.10 Revised PTO-Sick/Personal Policy: LDL's Sick/Personal Leave Policy had to be modified in order to comply with law going into effect on February 2025. For every 30 hours worked, one hour of sick/personal leave is granted. J. DeAngelis moved to accept the policy change. Seconded by P. Valle. Motion carried.

24R.10.11 Staff and Branch Hours Restructuring: The board had received the particulars of this plan in their pre-meeting packets. The director further explained the rationale for each of the changes. To summarize, there are three main parts to the proposed restructuring: a) Transitioning Business Manager and Facilities Manager to salary positions; b) Adding Branch Manager to deAngeli; and c) Moving two part-time to full-time position and increasing hours for children's assistant. Some branch hours will change to address safety concerns and patron use. With departures of some staff earlier in the year, the changes will not add cost to the budget. A. Renius moved to implement the changes. Seconded by J. DeAngelis. Motion carried.

24R.10.12 Budget Amendment--\$16,875 from 941.955 Contingency to 930.000 Repair and Maintenance for replacement of HVAC/furnace at Hadley branch: P. Valle moved to amend the budget; seconded by J. DeAngelis. Motion carried.

24R.10.13 Budget Amendment--\$19,955 from 941.955 Contingency to 978.000 Computer Automation for the purchase of BS&A accounting and budgeting software: The new software will streamline data collection and bookkeeping as well as being especially helpful for the audit. It allows customized access. An annual fee includes updates. P. Valle moved to authorize the budget amendment. Seconded by K. Kohlman. Motion carried.

24R.10.14 Holiday Schedule 2025: A. Renius moved to accept the Holiday Schedule 2025 as presented. Seconded by J. DeAngelis. Motion carried.

24R.10.15 Board Meeting Schedule: P. Valle moved to accept the Board Meeting schedule as presented. Seconded by A. Renius. Motion carried.

Staff Reports

- 24R.10.16 Assistant Director for Technical** A written report was submitted. In addition, she concurred with the Business Manager about the wisdom of the purchase of BS&A software. She officially announced her retirement date—December 31, 2024.
- 24R.10.17 Director** A written report was submitted. The director included comments about the MERS Conference and the MLA Conference attended.

Communications:

- 24R.10.18** PTO- Sick/Personal Policy
- 24R.10.19** Staff/Branch Hours restructuring proposal
- 24R.10.20** Branch Manager—DeAngeli job description
- 24R.10.21** Proposed holiday schedule
- 24R.10.22** Proposed Board Meeting schedule
- 24R.10.23** Certificate—Advanced Directors Workshop
- 24R.10.24** Library Newsletter

Friends Report

- 24R.10.25** Given during Public Comment time.

Board Comments or Request for Information:

- 24R.10.26** None.
- 24R.10.27 MMLC Report:** None.
- 24R.10.28 Public Comments:** One community person spoke at this time.
- 24R.10.29 Adjournment:** P. Valle moved to adjourn. Seconded by K. Kohlman. Motion carried. Meeting adjourned at 6:10 pm

**Regular Meeting: Marguerite deAngeli Library
November 21, 2024
Finance Committee 4:30 p.m.
Full Board 5:30 p.m.**

Pat Presby – Recorder

Amanda Renius – Secretary

Bill Marquardt– Chair

DRAFT