

**Dexter District Library  
Board of Trustees  
Meeting Minutes  
April 1, 2019  
7:00 p.m.**

Members Present: Pat Cousins, Barbara Davenport, Cassy Korinek, Donna Palmer  
Rosemary Quigley, Sherry Simpson, and Shelly Vrsek

Members Absent: James LaVoie

Others Present: Paul McCann, Library Director  
Summer Powers, Recording Secretary

Vrsek called the meeting to order at 7:10 pm.

Vrsek called for the approval of the April Board Meeting agenda. Simpson motioned to approve the April 1, 2019 Board Meeting agenda. Seconded by Cousins. A vote was taken. Aye=all, nay=none. Absent=1. Motion carried.

Vrsek called for the approval of the March 2019 Board meeting minutes. Quigley motioned to approve the March 2019 Board meeting minutes. Seconded by Korinek. A vote was taken. Aye=all, nay=none. Absent=1. Motion carried.

**Public Comment:** None.

**Friends Report:** There was no Friends of the Library report.

**Treasurer's Report:** The Board reviewed the written Treasurer's Report for April 2019.

The Board discussed the progress of opening a CD with Michigan CLASS.

The Board reviewed the final Balance Sheets for February 2019 and the draft Balance Sheets for March 2019. Palmer motioned to approve the bills paid during March 2019. Seconded by Quigley. A vote was taken. Aye=all, nay=none. Absent=1. Motion carried.

**Budget Changes:** Vrsek called for a motion to approve increasing line 101-000-573 - Personal Property Tax Reimbursement by \$24,037.13 to offset income, and to allocate an additional \$6,000 to line 101-901-790 - Capital Outlay to bring this line into temporary balance. Davenport motioned to approve increasing the aforementioned budget lines. Seconded by Palmer. A vote was taken. Aye=all, nay=none. Absent=1. Motion carried.

**Reimbursements:** None.

**Director's Report:** The Board reviewed the written Director's Report for April 2019.

Personnel: Anniversaries include Krista Pedersen, Children's Programming Librarian, and Deborah Bigelow, Adult Reference Librarian. No Board action was required due to the pay rate increase approved in January 2019. New hires include Nicole Sype, Children's Reference Librarian, and Josh Burns, Library Page. Palmer motioned to approve the hire of Nicole Sype starting at \$18.25 and Josh Burns starting at \$9.45. Seconded by Simpson. A vote was taken. Aye=all, nay=none. Absent=1. Motion carried.

The Board packet included an e-mail update on the Library's social media engagement, and House Bill 4367, which allows libraries to carry and administer opioid antagonists under certain circumstances.

Event calendars for Youth, Teen, and Adult programs in April 2019 were included at the end of the packet.

Circulation statistics for March 2019 were presented:

<b>March 2019</b>	
Circulation Statistics	
	March
Adult Books	5423
Young Adult Books	1037
Children's Books	10028
Magazines	185
DVD	4227
Books on CD	796
Music CD	508
Realia/Objects/Equip	6
Overdrive	2272
hoopla	770
RBDigital magazines	642
In-House	3859
<b>Total</b>	<b>29753</b>
Library visits	14562
Reference questions	2965
Items withdrawn	691
New items added	1144
Total holdings	112776
New cards issued	281
Total card holders	11415
Internet usage	3854
Museum/Park Pass	0
Web site visits	9706
Program attendance	1809
Fax	70
ILL lent out	1660
ILL borrowed	3569
Renewals via web	4768
In-house renewals	779

**Committee Reports:**

The Board reviewed the Facilities Committee minutes from the March 27, 2019 meeting.  
The Finance Committee did not meet in March. An e-mail update was included in the packet.  
The Board reviewed the Policy Committee minutes from the March 20, 2019 meeting.

**Old Business:**

The Board discussed the progress of the HVAC controls replacement project.

The Board discussed the progress of the LED lighting project.

The Board discussed plans for HBM meeting room renovation and design. HBM would be coming out on April 12, 2019 to discuss the meeting rooms with the staff. The meeting with HBM would help determine more specific costs.

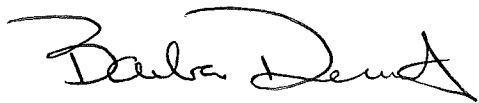
**New Business:** None.

**Public Comment:** None.

**Board Member Comments:** Quigley notified the Board of a Dexter Senior Center fundraising event.

Having reached the end of the agenda, the Board adjourned at 8:18 pm.

Respectfully submitted,



Barbara Davenport,  
Secretary



Summer Powers,  
Recording Secretary