



Dexter District Library Board of Trustees

Meeting Minutes

March 7, 2022

7:00 p.m.

Members present: Barbara Davenport, Martha Gregg, Cassy Korinek,
Donna Palmer, Sherry Simpson, Shelly Vrsek

Members absent: James LaVoie, Rosemary Quigley

Others present: Paul McCann, Library Director,
Kim Swoverland, Recording Secretary
One un-named member of the public (exited at 8:40 p.m.)

President Vrsek called the meeting to order at 7:00 p.m.

Vrsek called for additions/changes to the presented agenda. Palmer moved to approve the meeting agenda as presented. Second by Gregg. A voice vote was taken. Aye=all, nay=none, absent=2. Motion carried.

Vrsek called for corrections to the minutes of the February 2022 regular Board Meeting. No corrections were requested. Simpson moved to approve the minutes from the February 7, 2022 regular Board Meeting as presented. Second by Korinek. A voice vote was taken. Aye=all, nay=none, absent=2. Motion carried.

Public Comment: None.

Consent Agenda: Vrsek called for consideration of the Consent agenda, including the following: Library Director's narrative report, Friends of the Library report, Balance Sheets, Michigan Class report, Library statistical report, and Committee meeting minutes. McCann noted the recent March 5, 2022 Friends of the Library Used Book Sale went smoothly and brought in just under \$2,000 for the day. Davenport moved to approve the Consent agenda. Second by Gregg. A roll call vote was taken. Davenport=aye, Gregg=aye, Korinek=aye, Palmer=aye, Simpson=aye, Vrsek=aye, absent=2. Motion carried.

Treasurer's Report: McCann presented the current Treasurer's report. The paid bills for February 2022 were reviewed. Gregg moved to approve the bills paid during the month of February 2022. Second by Korinek. A roll call vote was taken. Davenport=aye, Gregg=aye, Korinek=aye, Palmer=aye, Simpson=aye, Vrsek=aye, absent=2. Motion carried.

Budget Changes: None.

Reimbursements: None.

Circulation Statistics: Statistical charts for the month of Feb 2022 were available for review:

February 2022

| | |
|------------------------|--------------|
| Circulation Statistics | Feb |
| Adult Books | 3771 |
| Young Adult Books | 619 |
| Children's Books | 8025 |
| Magazines | 92 |
| DVD | 1693 |
| Books on CD | 323 |
| Music CD | 281 |
| Realia/Objects/Equip | 51 |
| Overdrive | 2904 |
| hoopla | 1659 |
| Kanopy | 418 |
| Renewals via web | 1766 |
| Auto-renewals | 6905 |
| In-House | 2046 |
| Total | 30553 |
| Library visits | 6609 |
| Reference questions | 1495 |
| Items withdrawn | 648 |
| New items added | 904 |
| Total holdings | 111927 |
| New cards issued | 164 |
| Total card holders | 11688 |
| Internet usage | 1754 |
| Museum/Park Pass | 0 |
| Web site visits | 8191 |
| Program attendance | 845 |
| Fax | 22 |
| ILL lent out | 1766 |
| ILL borrowed | 2643 |
| In-house renewals | 370 |
| Unique borrowers | 1602 |

Donation: McCann informed the Board of the recent donation from Erratic Ale Co, and owners Deb and Brian Schroeder. The Library was selected as the January 2022 recipient for Erratic Ale's "Good Neighbor Tap" community giving program and the Schroeder's delivered \$1362.06 in a donation to the Library. The donation will be specified as major sponsorship of the 2022 Adult Summer Reading Program. The Board expressed their appreciation for this creative community giving program.

Davenport excused herself from the meeting at 7:17 p.m.

Personnel: Library staff reaching their anniversary date of hire in the month of March include Youth Reference Librarian, Anna Hinkley (1yr), Adult Reference Librarian, Diane Alson (13 yr.), and Library Page, Josh Burns (3yr). No board action was necessary.

Davenport returned to the meeting at 7:20 p.m.

Items from Legislature and Local Municipalities: McCann noted he is in the process of filling out forms for the City of Dexter for a park use permit for summer events, as well as a banner across main street to advertise the Summer Reading Program.

Patron Comments: None.

Old Business:

Regarding a memorial for Patricia Cousins, McCann presented a power point of images of sculptures by local artists for the Board to review. Trustees expressed they were leaning toward the more representational/realistic sculptures rather than the abstract ones. Questions were asked about the availability of specific sculptures, installation areas, and the time frame. McCann will bring the questions to Joy Naylor of Distinct Designs.

McCann discussed changes to the Pandemic Exposure Prevention, Preparedness and Response Plan, and county-wide and community-wide changes to masking practices.

Specifically regarding the masking policy for Library staff while in the building, the Board was in support of letting staff make their own decisions about mask-wearing according to their own comfort levels and safety concerns. If the virus transmission rates go back up again, the masking requirements may be adjusted. Davenport moved for masks to be optional for staff rather than required, effective at the start of the workday on Tuesday, March 8, 2022. Second by Korinek. A roll call vote was taken. Davenport=aye, Gregg=aye, Korinek=aye, Palmer=aye, Simpson=aye, Vrsek=aye, absent=2. Motion carried.

The member of public exited the meeting at 8:40 p.m.

Regarding the amended Pandemic Response Plan, Palmer moved to accept the revised Pandemic/Epidemic Exposure Prevention, Preparedness and Response Plan as presented. Second by Simpson. A roll call vote was taken. Davenport=aye, Gregg=aye, Korinek=aye, Palmer=aye, Simpson=aye, Vrsek=aye, absent=2. Motion carried.

Regarding the Temporary Policy for Indoor Library Programming, Events and Room Use, Simpson moved to approve the removal of mask requirements for meeting room spaces, and for McCann to set room capacity limits for the areas currently unused. Second by Davenport. A roll call vote was taken. Davenport=aye, Gregg=aye, Korinek=aye, Palmer=aye, Simpson=aye, Vrsek=aye, absent=2. Motion carried.

New Business:

McCann presented the 3-year audit contract proposed by Maner Costerisan, which would take the Library through the 2023-2024 fiscal year. Questions were asked to the Board satisfaction. Davenport moved to accept the 3-year audit contract with Maner Costerisan as presented. Second by Gregg. A roll call vote was taken. Davenport=aye, Gregg=aye, Korinek=aye, Palmer=aye, Simpson=aye, Vrsek=aye, absent=2. Motion carried.

Public Comment: None.

Board Member Comments: None

Adjournment: Due to the lateness of the hour, the meeting was deemed adjourned by consensus at 8:59 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Barbara Davenport', with a stylized flourish at the end.

Barbara Davenport,
Secretary

A handwritten signature in blue ink, appearing to read 'K. Swoverland', with a stylized flourish at the end.

Kimberly Swoverland,
Recording Secretary