



Dexter District Library Board of Trustees

Meeting Minutes

April 4, 2022

7:00 p.m.

Members present: Barbara Davenport, Martha Gregg, James LaVoie (entered at 7:39 p.m.)
Donna Palmer, Sherry Simpson, Shelly Vrsek

Members absent: Cassy Korinek, Rosemary Quigley

Others present: Paul McCann, Library Director,
Kim Swoverland, Recording Secretary

President Vrsek called the meeting to order at 7:05 p.m.

Vrsek called for additions/changes to the presented agenda. Palmer moved to approve the meeting agenda as presented. Second by Davenport. A voice vote was taken. Aye=all, nay=none, absent=3. Motion carried.

Vrsek called for corrections to the minutes of the March 2022 regular Board Meeting. It was noted there was an error in the meeting date. Swoverland will correct. Simpson moved to approve the minutes from the March 7, 2022 regular Board Meeting as corrected. Second by Gregg. A voice vote was taken. Aye=all, nay=none, absent=3. 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 April 2, 2022 Friends of the Library Used Book Sale went smoothly and brought in just over \$1,500 for the day. Davenport moved to approve the Consent agenda. Second by Simpson. A roll call vote was taken. Davenport=aye, Gregg=aye, Palmer=aye, Simpson=aye, Vrsek=aye, absent=3. Motion carried.

Treasurer's Report: McCann presented the current Treasurer's report. The paid bills for March 2022 were reviewed. Simpson moved to approve the bills paid during the month of March 2022. Second by Davenport. A roll call vote was taken. Davenport=aye, Gregg=aye, Palmer=aye, Simpson=aye, Vrsek=aye, absent=3. Motion carried.

Budget Changes: None.

Reimbursements: None.

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

March 2022

Circulation Statistics	March
Adult Books	4312
Young Adult Books	898
Children's Books	10429
Magazines	101
DVD	2059
Books on CD	462
Music CD	272
Realia/Objects/Equip	63
Overdrive	3363
hoopla	1795
Kanopy	709
Renewals via web	1244
Auto-renewals	8864
In-House	2439
Total	37010
Library visits	9428
Reference questions	2123
Items withdrawn	530
New items added	1104
Total holdings	112255
New cards issued	101
Total card holders	11749
Internet usage	2333
Museum/Park Pass	8
Web site visits	9464
Program attendance	1232
Fax	31
ILL lent out	1954
ILL borrowed	3137
In-house renewals	336
Unique borrowers	1943

Personnel: Library staff reaching their anniversary date of hire in the month of April include Children's Librarian, Krista Pedersen (5yr) and Youth Reference Librarian, Rori Bielak (1yr). Pedersen's wage increase was included with the January wage rate adjustments and therefore no Board action was necessary. Bielak's wage increase was on hold for her 1-year anniversary,

which will occur in April. Additionally, the Library will be hiring two new Library Pages, Kate Parachek and Haila Moazami. Davenport moved to approve increasing Bielak's wage to \$18.62/hr effective on her anniversary date of hire, and to approve the new hires for Parachek and Moazami at a starting wage of \$9.87/hr. Second by Palmer. A roll call vote was taken. Davenport=aye, Gregg=aye, Palmer=aye, Simpson=aye, Vrsek=aye, absent=3. Motion carried.

Items from Legislature and Local Municipalities: None. It was noted this item of the agenda will be moved to the consent agenda portion for future meetings.

Patron Comments: None.

LaVoie entered the meeting at 7:39 p.m.

Old Business:

Regarding a memorial for Patricia Cousins, trustees discussed their preferences and asked questions regarding placement, installation, and maintenance. McCann noted the Cousins family liked both of the sculptures "Summer" and "Tree of Life" and would be happy with either. "Summer" was selected. An idea was suggested that perhaps members of the garden club might like to use their expertise to select an ornamental tree, shrub, bush or other planting that would add to the Cousins memorial. The memorial service is scheduled for Saturday, May 14, 2022 beginning at 2pm.

In the Fall of 2022, the Library will be asking voters for a millage renewal. McCann explained State law now exempts district libraries from certain tax increment finance captures when they seek a new millage or a millage renewal. The Dexter District Library's millages are currently subject to capture by the City of Dexter Downtown Development Authority and the Scio Township Downtown Development Authority (DDAs.) The perpetual millage will be subject to DDA capture until current debt is paid off, the districts are expanded, or new debt is issued. It was requested for McCann to inquire with the attorney regarding DDA bonds and how PA 505 of 2016 effects outstanding DDA debt. The board discussed the appropriate course of action as to letting the DDAs know the Library intends to seek a millage renewal. Regarding a potential Headlee Override, the Board was not in favor of pursuing. McCann will follow up with the attorney regarding ballot language.

The Library's copier/printer units have aged out of the prior lease agreement and are reaching the point where they risk no longer being repairable. The Library's current service provider, Applied Imaging, proposed a new 5-year lease agreement for new equipment. Costs were in line with the prior lease, with expected increases to account for inflation.

Regarding expiring trustee terms, McCann stated the Board has five trustees whose terms will be expiring as of September 30, 2022. From Webster Twp – Shelly Vrsek and Sherry Simpson. From Scio Twp – Barbara Davenport. From Dexter Twp – Jim LaVoie, and Rosemary Quigley, who has expressed her desire to step down after 30 years on the Board. McCann noted it is not ideal to have five terms ending at the same time, and a more staggered approach would be beneficial to the stability of the Library Board. Vrsek and Simpson expressed willingness to serve a partial term if McCann can secure approval from both Webster Twp and Library attorneys. It was suggested Quigley's 30 years on the Board would be worthy of a celebration.

New Business: None.

Public Comment: None.

Board Member Comments: A question was asked about the Library's Strategic Plan. It was suggested this would be a good time to pull out the existing plan for the Board to evaluate the progress made, what items are yet to be accomplished, and how the pandemic has postponed some items. Regarding the potential 2nd floor expansion, it was requested for the whole Board to be in on discussions to revisit the project.

Adjournment: Having completed all items on the agenda, Gregg moved to adjourn. Second by Simpson. A voice vote was taken. Aye=all, nay=none, absent=2. Motion carried and the meeting was adjourned at 8:49 p.m.

Respectfully submitted,



Barbara Davenport,
Secretary



Kimberly Swoverland,
Recording Secretary