



Dexter District Library Board of Trustees

Meeting Minutes

October 3, 2022

7:00 p.m.

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

Members absent: Jim LaVoie, Donna Palmer, No representative has yet been appointed by Dexter Township

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

President Vrsek called the meeting to order at 7:03 p.m.

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

The Oath of Office was taken.

Election of Officers and Committee Assignments: With the start of the new fiscal year, the slate of Board Officers, as well as committee assignments were discussed. Members present were in favor of continuing with the current slate of officers and committee assignments. Simpson moved to approve the continuation of the current committee assignments and the current slate of Board Officers to serve for the 2022-2023 fiscal year as follows:

President: Shelly Vrsek
Vice-President: Sherry Simpson
Secretary: Barbara Davenport
Treasurer: James LaVoie (provided he is reappointed by Dexter Twp.)

Policy Committee: Korinek, Simpson, Vrsek
Facilities Committee: Davenport, Gregg
Finance Committee: Palmer, LaVoie (provided he is reappointed by Dexter Twp.)

Second by Davenport. A roll call vote was taken. Davenport=aye, Gregg=aye, Korinek=aye, Simpson=aye, Vrsek=aye, absent=3. Motion carried.

Regarding the Budget Hearing meeting minutes, an error was noted and corrected. Simpson moved to approve the minutes from the August 29, 2022 Budget Hearing Meeting as corrected. Second by Vrsek. A roll call vote was taken. Davenport=aye, Gregg=aye, Korinek=aye, Simpson=aye, Vrsek=aye, absent=3. Motion carried.

Korinek moved to approve the minutes from the August 29, 2022 regular Board Meeting as presented. Second by Vrsek. A roll call vote was taken. Davenport=aye, Gregg=aye, Korinek=aye, Simpson=aye, Vrsek=aye, absent=3. Motion carried.

Public Comment: None.

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

September 2022

Circulation Statistics	September
Adult Books	3761
Young Adult Books	597
Children's Books	8663
Magazines	115
DVD	1381
Books on CD	347
Music CD	198
Realia/Objects/Equip	47
Overdrive	3189
hoopla	1677
Kanopy	509
Renewals via web	981
Auto-renewals	9067
In-House	2061
Total	32593
Library visits	8985
Reference questions	1918
Items withdrawn	536
New items added	853
Total holdings	114070
New cards issued	107
Total card holders	11336
Internet usage	1617
Museum/Park Pass	10
Web site visits	9352
Program attendance	870
Fax	16
ILL lent out	1827
ILL borrowed	2450
In-house renewals	307
Unique borrowers	1786

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,

Library statistical report, items from Legislature, local municipalities and other organizations, and patron comments. Davenport moved to approve the Consent agenda. Second by Gregg. A roll call vote was taken. Davenport=aye, Gregg=aye, Korinek=aye, Simpson=aye, Vrsek=aye, absent=3. Motion carried.

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

A recent lightning strike on Library property that caused a tree to fall on an employee's parked vehicle was discussed. Motion to reimburse Ann Smart's \$100 comprehensive deductible made by Davenport. Second by Korinek. A roll call vote was taken. Davenport=aye, Gregg=aye, Korinek=aye, Simpson=aye, Vrsek=aye, absent=3. Motion carried.

Budget Changes: None

Reimbursement: None

Personnel: Library staff reaching their anniversary date of hire in the month of October include Youth Reference Librarians: Amy Hyde (6 years) and Xanthe Muller (1 year). Muller's wage increase was on hold for her 1-year anniversary, which will occur on October 20, 2022. Simpson moved to approve increasing X. Muller's hourly wage to \$18.62/hr. effective on her anniversary date of hire. Second by Korinek. A roll call vote was taken. Davenport=aye, Gregg=aye, Korinek=aye, Simpson=aye, Vrsek=aye, absent=3. Motion carried. McCann also noted the recent new hire for the open Youth Reference Librarian position: Elizabeth Grapentine/Stauch. Davenport moved to approve the new hire of E. Grapentine/Stauch. Second by Korinek. A roll call vote was taken. Davenport=aye, Gregg=aye, Korinek=aye, Simpson=aye, Vrsek=aye, absent=3. Motion carried. McCann also noted the recent resignation of Library Page, Sarah Burns.

Old Business: McCann reviewed the topics of the upcoming millage renewal in November 2022, joint programming, and Board Terms. McCann and Jim LaVoie have an appointment with Dexter Township in the coming week. Regarding the Schindler Elevator proposal for hydraulic oil maintenance, the Board felt the service can be postponed and appreciated the amount of research McCann has done.

New Business: A recent inquiry from the Washtenaw Genealogical Society was discussed. Board consensus centered on using the strategic plan for guidance, as well as the lack of available space. McCann presented a proposal from Altech Mechanical for needed repairs to the HVAC boiler system at an estimated cost of \$10,521.36. Davenport moved to approve the repairs as presented. Second by Gregg. A roll call vote was taken. Davenport=aye, Gregg=aye, Korinek=aye, Simpson=aye, Vrsek=aye, absent=3. Motion carried.

Public Comment: None

Board Member Comments: None

Adjournment: Having completed all items on the agenda, the meeting was deemed adjourned by consensus at 8:21 p.m.

Respectfully submitted,



Barbara Davenport,
Secretary



Michelle Joppeck,
Recording Secretary