



Dexter District Library Board of Trustees

Meeting Minutes

February 6, 2023

7:00 p.m.

Members present: Barbara Davenport, Jamie Estill, Martha Gregg, Sherry Simpson, Shelly Vrsek

Members absent: Cassy Korinek, Jim LaVoie, Donna Palmer

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

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

Vrsek called for additions/changes to the presented agenda. No changes or additions were requested. Simpson moved to approve the meeting agenda as presented. Second by Gregg. A voice vote was taken. Aye=all, nay=none, absent=3. Motion carried.

Vrsek called for corrections to the minutes of the January 9, 2023 regular Board Meeting. No corrections were requested. Davenport moved to approve the minutes from the January 9, 2023 regular Board Meeting as presented. Second by Estill. A voice vote. 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; Library statistical report; items from Legislature, local municipalities and other organizations; and patron comments. Simpson moved to approve the Consent agenda. Second by Gregg. A roll call vote was taken. Davenport=aye, Estill=aye, Gregg=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 January were reviewed. Davenport moved to approve the bills paid in the month of January. Second by Estill. A roll call vote was taken. Davenport=aye, Estill=aye, Gregg=aye, Simpson=aye, Vrsek=aye, absent=3. Motion carried.

Budget Changes:

McCann suggested a budget change for line 101-000-665 as outlined in the Treasurer's Report. Simpson moved to increase the budgeted balance of line 101-000-665 – Interest Income, anticipating an additional \$45,000 in income for the current year, raising this line's balance from \$10,000 to \$55,000. Second by Gregg. A roll call vote was taken. Davenport=aye, Estill=aye, Gregg=aye, Simpson=aye, Vrsek=aye, absent=3. Motion carried.

Circulation Statistics: Statistical charts for the month of January 2023 were available for review.

January 2023

Circulation Statistics	January
Adult Books	4534
Young Adult Books	691
Children's Books	9822
Magazines	95
DVD	1607
Books on CD	418
Music CD	280
Realia/Objects/Equip	42
Overdrive	3664
hoopla	2102
Kanopy	612
Auto-renewals	7906
In-House	2414
Total	34187
Library visits	9697
Reference questions	2336
Items withdrawn	448
New items added	1006
Total holdings	114797
New cards issued	87
Total card holders	11252
Internet usage	1997
Museum/Park Pass	5
Web site visits	11017
Program attendance	1385
Fax	18
ILL lent out	2076
ILL borrowed	2871
Renewals via web	910
Unique borrowers	1842

Reimbursement: None

Personnel: Library staff reaching their anniversary date of hire in the month of February include: Ashley Bowles – Adult Reference Librarian (3 years). Bowles’ wage increase was included with the January wage rate adjustments and therefore no Board action was necessary.

Ilia Malaveci was hired as a Library Page and started working on 1/27/2023. Gregg moved to approve the new hires for I. Malaveci at starting wages of \$10.10/hr. Second by Simpson. A roll call vote was taken. Davenport=aye, Estill=aye, Gregg=aye, Simpson=aye, Vrsek=aye, absent=3. Motion carried.

Old Business:

The materials for the Director's Evaluation were distributed to the Board members. Once completed, they will be returned to Vrsek who will compile the results and present them to the Board at a later date.

At this point, the only thing left to finish up the RFP for the Strategic Planning is to figure out the timing. It was suggested that maybe the best time to hold the Strategic Planning sessions would be in late summer going into fall. It was also requested to add to the RFP a request for bidding companies to send information about how they would facilitate both remote and in-person sessions.

The wage review was originally spurred on by the Court of Claims case regarding the Michigan minimum wage law passed in 2018. That issue is still ongoing in the courts, but a new wage structure has been created and approved by the Finance Committee to increase wages closer to the median and average of libraries of similar size in the area. A motion was made by Davenport to approve the new wage structure as presented. Second by Simpson. After a discussion was made, the motion was revised and made by Davenport to accept the new base wage increase as presented effective 2/6/2023. Second by Simpson. A roll call vote was taken. Davenport=aye, Estill=aye, Gregg=aye, Simpson=aye, Vrsek=aye, absent=3. Motion carried.

With the motion to approve the presented wage increases passing, Gregg made a motion to increase the budgeted balance of the Gross Wage line – 101-901-702 by \$32,000, increasing that line's budgeted balance from \$870,378 to \$902,378 and increase the budgeted balance of line 101-790-714 – Employer Share FICA by \$2,484, increasing that line's budgeted balance from \$66,548 to \$69,032. Second by Estill. A roll call vote was taken. A roll call vote was taken. Davenport=aye, Estill=aye, Gregg=aye, Simpson=aye, Vrsek=aye, absent=3. Motion carried.

New Business:

After discussing the researched options, Simpson moved to approve the quote by Altech to replace the combustion motor assembly in boiler #2 and move forward with that repair. Second by Estill. A roll call vote was taken. Davenport=aye, Estill=aye, Gregg=aye, Simpson=aye, Vrsek=aye, absent=3. Motion carried. Purchase cost for the motor assembly was quoted at \$5,880.86.

A quote from Hopp for converting the large black canister lights from metal halide bulbs to LED was included in the board packet. After a short discussion, Estill moved to approve the quote from Hopp and move forward with the conversion. Second by Gregg. A roll call vote was taken. Davenport=aye, Estill=aye, Gregg=aye, Simpson=aye, Vrsek=aye, absent=3. Motion carried. Quoted price was \$4,200.00.

Due to the lateness of the hour, the meeting room A/V replacement and second floor lighting replacement was postponed until next meeting.

Public Comment: None

Board Member Comments: None

Adjournment: Having completed all items on the agenda, Davenport moved to adjourn at 8:57 pm. Second by Gregg. A voice vote was taken. Aye=all, nay=none, absent=3. Motion carried.

Respectfully submitted,



Barbara Davenport,
Secretary



Michelle Joppeck,
Recording Secretary