



**Dexter District Library Board of Trustees**

**Meeting Minutes**

April 3, 2023

7:00 p.m.

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

Members absent: Cassy Korinek, Jim LaVoie

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

President Vrsek called the meeting to order at 7:07 p.m.

Vrsek called for additions/changes to the presented agenda. No changes or additions were requested. Davenport moved to approve the meeting agenda as presented. Second by Palmer. A voice vote was taken. Aye=all, nay=none, absent=2. Motion carried.

Vrsek called for corrections to the minutes of the March 6, 2023 regular Board Meeting. No corrections were requested. Gregg moved to approve the minutes from the March 6, 2023 regular Board Meeting as presented. Second by Simpson. A voice vote. 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; Library statistical report; items from Legislature, local municipalities and other organizations; and patron comments. Simpson moved to approve the Consent agenda. Second by Davenport. McCann discussed the current issue with the treat by the Lapeer County Prosecutor to arrest the Director of the Lapeer District Library over material provided in the Lapeer District Library collections. The Board discussed the general issue of censorship and will continue the issue in the Policy Committee and with further Board discussion to ensure newer Board members are familiar with the book challenge process. A voice vote. Aye=all, nay=none, absent=2. Motion carried.

**Circulation Statistics:** Statistical charts for the month of March 2023 were available for review. (For formatting, March statistics are inserted at the end of the minutes.)

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

**Budget Changes:** Davenport moved to allocate \$6,300.00 to line 101-790-971, Building Repairs – Annual, increasing that line’s budgeted balance from \$0 to \$6,300.00. Second by Simpson. A roll call vote was taken. Davenport=aye, Estill=aye, Gregg=aye, Palmer=aye, Simpson=aye, Vrsek=aye, absent=2. Motion carried.

**Reimbursement:** None

**Personnel:** Library staff reaching their anniversary date of hire in the month of April include: Youth Reference Librarian Rori Bielak (2 years), Library Page Haila Moazami (1 year), Children’s Librarian Krista Pedersen (6 years), and Maintenance Supervisor Matt Erwin (1 year full time). All of had wage increases included with the February 2023 wage rate adjustments, therefore no Board action was necessary.

The Library hired Rachael Kosinski as a part-time Youth Reference Librarian starting at \$21.00/hour starting March 16, 2023. Palmer moved to approve the hiring of Rachael Kosinski at a starting wage of \$21.00/hour. Second by Gregg. A roll call vote was taken. Davenport=aye, Estill=aye, Gregg=aye, Palmer=aye, Simpson=aye, Vrsek=aye, absent=2. Motion carried.

**Old Business:**

The Director’s Evaluation has been completed and the report was compiled and distributed to the Board members at the meeting. Overall, the evaluation was excellent and the Board agrees that a wage increase is in order. Simpson moved to approve a 4% wage increase for McCann retroactive effective his anniversary date provided the budget supports it. Second by Davenport. A roll call vote was taken. Davenport=aye, Estill=aye, Gregg=aye, Palmer=aye, Simpson=aye, Vrsek=aye, absent=2. Motion carried.

The Strategic Planning RFP is ready to be published on the national clearing-house website that was recently discovered for library related RFPs. Since this would be posted nationally, some thought needs to be made about how to address questions and walk-throughs so that the same questions will not need to be answered for each potential bidder.

The RFP for the meeting room A/V replacement is almost finished and will be posted soon. With the rise of high-end home theaters, finding companies who are able to do this kind of work should not be difficult.

The second floor lighting replacement is still waiting on a meeting with Hopp Electric before any decisions or progress can be made.

**New Business:**

The idea of having Library email accounts (@dexter.lib.mi.us) for Board members was brought up. Since all emails containing Library information are subject to FOIA, using personal email accounts can make that more complicated and potentially make personal emails open for FOIA. The main concern would be whether Library issued email accounts would be regularly checked so that important information is not missed. The general consensus was that it would be a good idea to set those up for all Board members. This will be looked into and setup.

**Public Comment:** None

**Board Member Comments:** None

**Adjournment:** Having completed all items on the agenda, Simpson moved to adjourn at 8:31 pm. Second by Gregg. A voice vote was taken. Aye=all, nay=none, absent=2. Motion carried.

Respectfully submitted,



Barbara Davenport,  
Secretary



Michelle Joppeck,  
Recording Secretary

### Statistics

March 2023	
Circulation Statistics	March
Adult Books	4448
Young Adult Books	761
Children's Books	9848
Magazines	121
DVD	1796
Books on CD	474
Music CD	191
Realia/Objects/Equip	51
Overdrive	2361
hoopla	2002
Kanopy	553
Auto-renewals	8709
In-House	2210
<b>Total</b>	<b>33525</b>
Library visits	10597
Reference questions	2759
Items withdrawn	404
New items added	1066
Total holdings	115079
New cards issued	212
Total card holders	11197
Internet usage	2104
Museum/Park Pass	8
Web site visits	10783
Program attendance	1720
Fax	30
ILL lent out	1854
ILL borrowed	2788
Renewals via web	904
Unique borrowers	2146