



**Dexter District Library Board of Trustees**

**Meeting Minutes**

October 2, 2023

7:00 p.m.

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

Members absent: None

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

President Vrsek called the meeting to order at 7:01 p.m.

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. Gregg moved to approve the following Board Officers to serve for the 2023-2024 fiscal year as follows:

President: Shelly Vrsek  
Vice-President: Cassy Korinek  
Secretary: Barbara Davenport  
Treasurer: Sherry Simpson

Second by Estill. A roll call vote was taken. Vrsek=aye, Simpson=aye, Palmer=aye. LaVoie=aye, Korinek=aye, Gregg=aye, Estill=aye, Davenport=aye, absent=none. Motion carried.

Palmer moved to approve the following committee assignments:

Policy Committee: Korinek, LaVoie  
Facilities Committee: Estill, Gregg, Vrsek  
Finance Committee: Davenport, Palmer, Simpson

Second by Davenport. A roll call vote was taken. Davenport=aye, Estill=aye, Gregg=aye, Korinek=aye, LaVoie=aye, Palmer=aye, Simpson=aye, Vrsek=aye, absent=none. Motion carried.

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 Korinek. A voice vote was taken. Aye=all, nay=none, absent=none. Motion carried.

Vrsek called for corrections to the minutes of the September 11, 2023 regular Board Meeting and Budget Hearing. No corrections were requested. Estill moved to approve the minutes from the

September 11, 2023 regular Board Meeting and Budget Hearing as presented. Second by LaVoie. A voice vote was taken. Aye=all, nay=none, absent=none. 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. Davenport moved to approve the Consent agenda. Second by Simpson. A roll call vote was taken. Korinek=aye, Gregg=aye, Palmer=aye, Estill=aye, LaVoie=aye, Vrsek=aye, Simpson=aye, Davenport=aye, absent=none. Motion carried.

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

<b>September 2023</b>	
Circulation Statistics	September
Adult Books	3998
Young Adult Books	822
Children's Books	8145
Magazines	97
DVD	1360
Books on CD	359
Music CD	217
Realia/Objects/Equip	46
Overdrive	3807
hoopla	2120
Kanopy	497
Auto-renewals	9803
In-House	2158
<b>Total</b>	<b>33429</b>
Library visits	10242
Reference questions	2101
Items withdrawn	950
New items added	904
Total holdings	118365
New cards issued	91
Total card holders	11018
Internet usage	1441
Museum/Park Pass	13
Web site visits	9459
Program attendance	1202
Fax	25
ILL lent out	2084
ILL borrowed	2572
Renewals via web	1019
Unique borrowers	1849

**Treasurer's Report:** McCann presented the current Treasurer's report. The bills paid since the last board meeting were reviewed. Palmer moved to approve the bills paid since the last board meeting. Second by LaVoie. A roll call vote was taken. Gregg=aye, Vrsek=aye, Davenport=aye, Estill=aye, Simpson=aye, LaVoie=aye, Korinek=aye, Palmer=aye, absent=none. 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 (7 years) and Xanthe Muller (2 years) and Library Page Ella Nickerson (1 year). All were included in the February 2023 wage rate adjustments, therefore no Board action was necessary.

Youth Reference Librarian Amelia Herron put in her resignation after working at the Library for 5 months. Her last day will be 10/7/2023.

**Old Business:**

The Strategic Planning consultants are very happy with the level of responses we have gotten so far for the public survey. That survey is closing tonight. Most of the individual community leader meetings have been completed. There is a group Board session scheduled for Monday, October 23 at 7 pm.

The circulation desk repairs, concrete leveling, and positive pay haven't made any progress since the last board meeting due to the short time between meetings and McCann's vacation.

McCann had an engineer come and look at the erosion issue. All of the issues are happening on railroad property so there is nothing that we can do to correct this issue. McCann will contact the City of Dexter since they have more contact with the railroad company and will be able to give better information about who to contact to get the best response.

**New Business:**

Arbor Inspection Services did backflow testing and small leaks were discovered during that test. A quote for repairing those leaks as well as replacing an outdated gauge was included in the board packet. Due to the low cost of the proposal, a motion is not needed to approve these quotes. LaVoie wanted to see a quote for replacing the whole sprinkler system so that we can know what it would cost to be proactive instead of reactive.

LaVoie left the meeting at 8:04 pm.

**Public Comment:** None

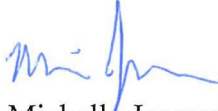
**Board Member Comments:** The question from the Lima Township clerk about why Lima Township doesn't have a member on the Board was discussed further. Unless there was a very critical reason, it would be very costly and risky to reestablish the Library.

**Adjournment:** Having completed all items on the agenda, Davenport moved to adjourn at 8:23 pm. Second by Simpson. A voice vote was taken. Aye=all, nay=none, absent=1. Motion carried.

Respectfully submitted,



Barbara Davenport,  
Secretary



Michelle Joppeck,  
Recording Secretary