



Dexter District Library Board of Trustees

Meeting Minutes

October 7, 2024

7:00 p.m.

Members present: Barbara Davenport, James Estill, Martha Gregg, Cassy Korinek, Sherry Simpson, Shelly Vrsek (arrived at 7:06)

Members absent: Jim LaVoie, Donna Palmer

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

In President Vrsek's absence, Vice President Korinek called the meeting to order at 7:05 p.m.

The Oath of Office was postponed due to low attendance. Estill moved to continue the Officer and Committee Assignments until more Trustees are present. Second by Gregg. With the arrival of Vrsek, Estill withdrew the motion.

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 2024-2025 fiscal year as follows:

<u>President:</u>	<u>Shelly Vrsek</u>
<u>Vice-President:</u>	<u>James Estill</u>
<u>Secretary:</u>	<u>Barbara Davenport</u>
<u>Treasurer:</u>	<u>Sherry Simpson</u>

Second by Korinek. A roll call vote was taken. Davenport=aye, Estill=aye, Gregg=aye, Korinek=aye, Simpson=aye, Vrsek=aye, absent=2. Motion carried.

Simpson moved to retain the following committee assignments:

<u>Policy Committee:</u>	<u>Korinek, LaVoie, Vrsek</u>
<u>Facilities Committee:</u>	<u>Estill, Gregg, Vrsek</u>
<u>Finance Committee:</u>	<u>Davenport, Palmer, Simpson</u>

Second by Korinek. A roll call vote was taken. Vrsek=aye, Simpson=aye, Korinek=aye, Gregg=aye, Estill=aye, Davenport=aye, absent=2. Motion carried.

Vrsek called for additions/changes to the presented agenda. McCann asked to add Naloxone and the City of Dexter Charter Amendment to the New Business. Gregg moved to approve the meeting agenda as amended. Second by Davenport. A voice vote was taken. Aye=all, nay=none, absent=2. Motion carried.

Vrsek called for corrections to the minutes of the August 26, 2024 Public Budget Meeting and the minutes of the August 26, 2024 regular Board Meeting. No corrections were requested. Simpson moved to approve the minutes from the August 26, 2024 Public Budget Meeting and the August 26, 2024 regular Board Meeting as presented. Second by Estill. A voice vote was taken. 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. Davenport moved to approve the Consent agenda. Second by Simpson. A roll call vote was taken. Korinek=aye, Simpson=aye, Gregg=aye, Davenport=aye, Vrsek=aye, Estill=aye, absent=2. Motion carried.

Circulation Statistics: Statistical charts for the month of August and September 2024 were available for review. The statistics are appended to the end of the minutes for formatting purposes.

Treasurer's Report: McCann presented the current Treasurer's report. The bills paid since the last board meeting were reviewed. Estill moved to approve the bills paid since the last board meeting. Second by Gregg. A roll call vote was taken. Estill=aye, Davenport=aye, Simpson=aye, Gregg=aye, Vrsek=aye, Korinek=aye, absent=2. Motion carried.

Budget Changes: None

Reimbursement: None

Personnel: Library staff who reach their anniversary date of hire in the month of October include Youth Reference Librarians Xanthe Muller (3 years) and Amy Hyde (8 years) and Library Page Ella Nickerson (2 years). All were included in the 2024 wage rate adjustments therefore no Board action was necessary.

Since the last Board meeting, the Library has rehired Terri Leonard as a Substitute Library Assistant starting on 9/19/2024 with a starting wage of \$17.00/hour. Davenport moved to approve the rehiring of Terri Leonard as a Substitute Library Assistant with a pay rate of \$17.00/hour. Second by Simpson. A roll call vote was taken. Gregg=aye, Vrsek=aye, Davenport=aye, Estill=aye, Simpson=aye, Korinek=aye, absent=2. Motion carried.

Old Business:

Information on the minimum wage changes resulting from the Michigan Supreme Court decision are becoming clear. The minimum wage will increase to \$10.56/hour on January 1, 2025 as already included in previous laws. On February 21, 2025, the minimum wage will increase to \$12.48/hour. As part of the decision, the Library will have to provide sick time for all employees at a rate of 1 hour for every 30 hours worked. Our payroll company, myPay, has already stated that they are able to accommodate this requirement. Details will still need to be worked out as we get closer to the date of implementation. The Policy Committee will need to adjust or create policies regarding the accrual of sick time for the part time employees.

There is no update with the Strategic Plan.

McCann is sending a letter to Schindler Elevator giving notice as required by the contract that we will not be automatically renewing the contract with them. He does let them know in the letter that they are welcome to submit a new contract for the Library to review in addition to the contracts received from other elevator repair companies.

There is nothing new to report on the erosion issue.

New Business:

The insurance policy renewal information was provided in the Board packet. Davenport asked if we currently have the coverage that we would need if there were a hazardous material spill from the railroad as has happened recently in Ohio a couple times. Since the Library is so close to the railroad track, any incident of this nature would likely affect the Library. McCann will look into that as well as if the Library is in a flood zone now.

McCann got a question from an employee asking if the Library will be stocking naloxone now that the Fire Department has temporarily moved to a location further away from the Library. McCann had a conversation with the Fire Chief regarding this issue and shared what the Fire Chief recommends. A discussion was held among the Board. The Board was in agreement that it is likely not necessary for the Library to keep naloxone on site due to the closeness of the temporary location and the low volume of incidences occurring in this area.

A group entitled "Friends of Mill Creek Park" submitted a proposal to the City of Dexter for a Charter amendment which is on the ballot for November 5, 2024. The first page of the information released by the City of Dexter regarding this proposal was handed out to the Board. McCann wanted to know how involved in this issue the Board would like to be involved. At this time, the Board was in agreement to say nothing and stay out of the issue as much as possible.

Public Comment: None

Board Member Comments: None

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

Respectfully submitted,



Barbara Davenport,
 Secretary



Michelle Joppeck,
 Recording Secretary

September 2024		
	September	August
Circulation Statistics		
Adult Books	3737	4390
Young Adult Books	542	856
Children's Books	8291	10242
Magazines	104	88
DVD	1369	1711
Books on CD	367	383
Music CD	192	186
Realia/Objects/Equip	39	49
Overdrive	3944	4282
hoopla	2269	2358
Kanopy	628	851
Staff/Patron renewals	1383	1657
Auto-renewals	8705	9799
In-House	961	1086
Total	32531	37938
Library visits	9631	12694
Reference questions	1872	2418
Items withdrawn	2172	1109
New items added	956	1183
Total holdings	119029	118532
New cards issued	69	113
Total card holders	10964	10895
Internet usage	731	1287
Museum/Park Pass	19	26
Web site visits	9559	14032
Program attendance	1126	1518
Fax	28	20
ILL lent out	1869	1861
ILL borrowed	2390	2888
Unique borrowers	1745	1970
Study Room Use	149	151