



**Dexter District Library Board of Trustees**  
**Meeting Minutes**  
December 2, 2024  
7:00 p.m.

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

Members absent: Jim LaVoie

Others present: Paul McCann, Library Director  
Michelle Joppeck, Recording Secretary  
Ailie Tomlinson, Auditor from Maner Costerisan CPAs, remote from Lansing, MI

President Vrsek called the meeting to order at 7:00 p.m.

Vrsek called for additions/changes to the presented agenda. McCann requested to add another reimbursement to the agenda. Palmer moved to approve the meeting agenda as amended. Second by Davenport. A voice vote was taken. Aye=all, nay=none, absent=1. Motion carried.

Vrsek called for corrections to the minutes of the October 7, 2024 and November 4, 2024 regular Board Meetings. No corrections were requested.

Simpson moved to approve the minutes from the October 7, 2024 regular Board Meeting as presented. Second by Davenport. A voice vote was taken. Aye=all, nay=none, absent=1. Motion carried.

Estill moved to approve the minutes from the November 4, 2024 regular Board Meeting as presented. Second by Palmer. A voice vote was taken. Aye=all, nay=none, absent=1. Motion carried.

**Public Comment:** None.

**Audit Presentation:**

Ailie Tomlinson of Maner Costerisan, CPAs reviewed the 2023-2024 audit report, which concludes with an unmodified, clean opinion with no areas of concern. The completed audit will be uploaded to the State Treasury. Questions were asked of Tomlinson to the Board's satisfaction.

Tomlinson was thanked for her time and expertise and exited the meeting at 7:21 p.m. The Board had no objections to the audit report and was in consensus to accept it as presented. Palmer moved to accept the 2023-2024 audit. Second by Gregg. A roll call vote was taken. Davenport=aye, Estill=aye, Gregg=aye, Korinek=aye, Palmer=aye, Simpson=aye, Vrsek=aye, absent=1. Motion carried.

**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. A roll call vote was taken. Vrsek=aye, Simpson=aye, Palmer=aye, Korinek=aye, Gregg=aye, Estill=aye, Davenport=aye, absent=1. Motion carried.

**Circulation Statistics:** Statistical charts for the month of November 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 Korinek. A roll call vote was taken. Gregg=aye, Palmer=aye, Korinek=aye, Simpson=aye, Davenport=aye, Vrsek=aye, Estill=aye, absent=1. Motion carried.

**Budget Changes:** None

**Reimbursement:** Davenport moved to approve the reimbursement request submitted by Scott Wright in the amount of \$100.86. Second by Korinek. A roll call vote was taken. Palmer=aye, Estill=aye, Gregg=aye, Vrsek=aye, Davenport=aye, Korinek=aye, Simpson=aye, absent=1. Motion carried.

Gregg moved to approve the reimbursement request submitted by Paul McCann in the amount of \$112.50. Second by Palmer. A roll call vote was taken. Estill=aye, Davenport=aye, Vrsek=aye, Simpson=aye, Palmer=aye, Korinek=aye, Gregg=aye, absent=1. Motion carried.

**Personnel:** Library staff who reach their anniversary date of hire in the month of December include Library Director Paul McCann (30 years) and Technology Librarian Scott Wright (14 years). All were included in the 2024 wage rate adjustments therefore no Board action was necessary.

**Old Business:**

The Finance Committee will look at specifics of how the minimum wage will affect the budget at their meeting on Friday, December 6, 2024.

There is no update on the Strategic Plan. More progress should be made at the beginning of the new year.

The Library is still waiting on feedback regarding specific questions from the elevator service contracts that have been received before a decision can be made.

There is no update to the erosion issue.

**New Business:**

McCann asked if the electronic version of the Director’s Evaluation works well for everyone again this year. Everyone except for Palmer was satisfied with the electronic version. A paper copy will be provided for Palmer.

**Public Comment:** None

**Board Member Comments:** None

**Adjournment:** Having completed all items on the agenda, Estill moved to adjourn at 8:18 pm. Second by Palmer. A voice vote was taken. Aye=all, nay=none, absent=1. Motion carried.

Respectfully submitted,



Barbara Davenport,  
Secretary



Michelle Joppeck,  
Recording Secretary

November 2024	
Circulation Statistics	November
Adult Books	3816
Young Adult Books	688
Children's Books	8462
Magazines	89
DVD	1620
Books on CD	351
Music CD	197
Realia/Objects/Equip	44
Overdrive	4344
hoopla	2369
Kanopy	648
Staff/Patron renewals	1207
Auto-renewals	8391
In-House	1047
<b>Total</b>	<b>33273</b>
Library visits	10183
Reference questions	2088
Items withdrawn	1502
New items added	1054
Total holdings	117534
New cards issued	79
Total card holders	10890
Internet usage	1227
Museum/Park Pass	8
Web site visits	10025
Program attendance	1850
Fax	17
ILL lent out	1634
ILL borrowed	2554
Unique borrowers	1804
Study Room Use	164