

**Dexter District Library**  
**Board of Trustees**  
**Meeting Minutes**  
May 7, 2018  
7:00 p.m.

Members Present: Barbara Davenport, Cassy Korinek, James LaVoie  
Rosemary Quigley, Donna Palmer, Shelly Vrsek

Members Absent: Pat Cousins and Mike DeAngelo

Others Present: Paul McCann, Library Director  
Summer Powers, Recording Secretary

LaVoie called the meeting to order at 7:05 pm.

LaVoie called for the approval of the agenda. Palmer motioned to approve the May 7, 2018 Board Meeting agenda. Seconded by Vrsek. A vote was taken. Aye=all, nay=none. Absent=2. Motion carried.

LaVoie called for the approval of the April Board meeting minutes. Davenport motioned to approve the April Board meeting minutes. Seconded by Korinek. A vote was taken. Aye=all, nay=none. Absent=2. Motion carried.

**Public Comment:** None.

**Friends Report:** McCann presented the Friends Report. The Friends made \$1,263 at the May 5 book sale. They also made \$80 for the consignment sale of LP records.

**Treasurer's Report:** The Board reviewed the written Treasurer's Report for May 2018.

LaVoie called for the approval of bills paid during April 2018. Quigley moved to approve the bills paid in April 2018. Seconded by Vrsek. A vote was taken. Aye=all, nay=none. Absent=2. Motion carried.

The Board reviewed the final Balance Sheets for March 2018 and the draft Balance Sheets for April 2018.

**Budget Changes:** None.

**Reimbursements:** Krista Pedersen, purchase from Busch's for programming supplies. Pedersen's reimbursement request was approved as part of the bills paid during April 2018.

**Director's Report:** The Board reviewed the written Director's Report for May 2018.

Circulation statistics for April 2018:

<b>April 2018</b>	
Circulation Statistics	
	April
Adult Books	5862
Young Adult Books	1302
Children's Books	10276
Magazines	184
DVD	4714
Books on CD	1001
Music CD	880
Realia/Objects/Equip	285
Overdrive	1976
hoopla	498
RBDigital magazines	287
ILL lent out	3336
ILL borrowed	3676
Renewals Workflows	939
Renewals via web	4702
<b>Total</b>	<b>39918</b>
In-house use	144
Library visits	14021
Reference questions	2616
Items withdrawn	876
New items added	1123
Total holdings	108892
New cards issued	84
Total card holders	11579
Internet usage	4041
Museum/Park Pass	6
Web site visits	20688
Program attendance	1418
Fax	74

The Board reviewed Board Member term renewal dates.

The Board reviewed an estimate for tax repayment submitted by the City of Dexter, should the final judgement on the Dexter Wellness Center be that it is tax exempt.

McCann informed the Board of the Dexter Wellness Center's corporation discounts, which would be applicable to Library employees, Friends of the Library, and Library Board members, if the Library can obtain a Wellness Center member count of over 25 people.

The Board reviewed two House Bills, the first, House Bill 5900 concerning intermediate school districts being exempt from tax capture for vocational millages and Brownfield tax capture. The second, House Bill 5909, required schools to employ certified media specialists in school libraries.

Event calendars for Youth, Teen, and Adult programs in May 2018 were included at the end of the packet.

**Personnel:** Anniversaries include Amy Johnson, Adult Reference Librarian; Sandy Colson, Circulation Clerk; Summer Powers, Administrative Assistant; and Megan Mayra, Library Page. Board action was not required for Johnson, Colson, or Mayra, due to the January 2018 wage rate adjustment. Davenport moved to approve a 3% salary increase for Powers. Seconded by Vrsek. A vote was taken. Aye=all, nay=none. Absent=2. Motion carried.

Resignations include Grace Kelch, Adult Reference Librarian. Kelch obtained a full-time position at another library.

**Committee Reports:**

The Board reviewed the Finance Committee minutes from the April 19, 2018 meeting. The Facilities Committee did not meet in April 2018. The Policy Committee did not meet in April 2018.

**Old Business:** None.

**New Business:** The Board reviewed a Bicycle Usage Agreement and the Fishing Pole Usage Agreement. These documents will be sent to the Policy Committee for discussion.

**Public Comment:** None.

**Board Member Comments:** Quigley informed the Board of upcoming plant sales for the Chelsea Garden Club, the Dexter Garden Club, and St. Joes Church.

Having reached the end of the agenda, the Board adjourned at 8:35 pm.

Respectfully submitted,



Barbara Davenport,  
Secretary



Summer Powers,  
Recording Secretary