



**Dexter District Library Board of Trustees**

**Meeting Minutes**

April 7, 2025

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

President Vrsek called the meeting to order at 7:05 p.m.

Vrsek called for additions/changes to the presented agenda. No additions or changes were requested. Davenport moved to approve the meeting agenda as presented. Second by Simpson. A voice vote was taken. Aye=all, nay=none, absent=1. Motion carried.

Vrsek called for corrections to the minutes of the March 3, 2025 regular Board Meeting. No corrections were requested. Estill moved to approve the minutes of the March 3, 2025 regular Board Meeting as presented. Second by Korinek. A voice vote was taken. Aye=all, nay=none, absent=1. 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 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.

**Circulation Statistics:** Statistical charts for the month of March 2025 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. Davenport moved to approve the bills paid since the last board meeting. Second by Estill. A roll call vote was taken. Vrsek=aye, Simpson=aye, Palmer=aye, Korinek=aye, Gregg=aye, Estill=aye, Davenport=aye, absent=1. Motion carried.

**Budget Changes:** None

**Reimbursement:** None

**Bond Payoff:** Gregg moved to allow McCann to transfer the necessary money between the MI Class General Operations account and the MI Class Debt Service account in order to cover the complete bond payment, paying agent fees, and keep the accounts at MI Class open. Second by Davenport. A roll call vote was taken. Korinek=aye, Vrsek=aye, Davenport=aye, Estill=aye, Simpson=aye, Gregg=aye, Palmer=aye, absent=1. Motion carried.

**Personnel:** Library staff who reach their anniversary date of hire in the month of April include Youth Programming Librarian Krista Pedersen (8 years), Adult Reference Librarian Shannon Craft (1 year), Youth Reference Librarian Rori Bielak (4 years), and Maintenance employee Matt Erwin (4 years). All were included in the 2025 wage rate adjustments therefore no Board action was necessary.

The Library hired Nicholle Ruhlman as a part-time Youth Reference Librarian starting at \$21.00/hour starting on March 26, 2025. Simpson moved to approve the hiring of Nicholle Ruhlman at a starting wage of \$21.00/hour. Second by Gregg. A roll call vote was taken. Palmer=aye, Estill=aye, Korinek=aye, Vrsek=aye, Simpson=aye, Davenport=aye, Gregg=aye, absent=1. Motion carried.

Adult Reference Librarian Ashley Bowles submitted her resignation effective April 5, 2025. Youth Reference Librarian Nicholle Ruhlman submitted her resignation after one week at the Library due to issues with scheduling childcare for her children.

#### **Old Business:**

There is nothing new regarding the Strategic Plan or the Director's evaluation.

The cash register has been received, but new directions are training are still in process.

The RFID conversion project started this morning. There are still some logistics to work out surrounding tagging returned materials from areas that have already been completed.

#### **New Business:**

There is property on Alpine Street that has come up for sale. Details regarding the property were included in the Board packet. McCann does not recommend pursuing the property at this time. A discussion was held regarding the pros and cons of purchasing the property and questions were asked by Board members and answered based on McCann's understanding. Vrsek was in support of sending a letter to the City informing them that the Board discussed purchasing this property at length and is in support of the City purchasing the property to create more parking so that residents are not taking Library parking spots for non-Library business. The Board was in agreement with having McCann draft a letter to the City expressing this. Davenport was interested in reviewing this issue in six months if there have been no offers pending on the property.

**Public Comment:** None

**Board Member Comments:** None

**Adjournment:** Having completed all items on the agenda, Palmer moved to adjourn at 8:16 pm. Second by Korinek. A voice vote was taken. Aye=all, nay=none, absent=1. Motion carried.

Respectfully submitted,



Barbara Davenport,  
Secretary



Michelle Joppeck,  
Recording Secretary

<b>March 2025</b>	
Circulation Statistics	March
Adult Books	4336
Young Adult Books	804
Children's Books	9824
Magazines	94
DVD	1573
Books on CD	434
Music CD	249
Realia/Objects/Equip	48
Overdrive	4769
hoopla	2765
Kanopy	722
Staff/Patron renewals	1425
Auto-renewals	8825
In-House	1129
<b>Total</b>	<b>36997</b>
Library visits	11817
Reference questions	2661
Items withdrawn	1319
New items added	798
Total holdings	115149
New cards issued	114
Total card holders	11152
Internet usage	801
Museum/Park Pass	10
Web site visits	10440
Program attendance	1737
Fax	25
ILL lent out	1972
ILL borrowed	2740
Unique borrowers	2130
Study Room Use	199