

Dexter District Library
Board of Trustees
Meeting Minutes
August 6, 2018
7:00 p.m.

Members Present: James LaVoie, Shelly Vrsek, Pat Cousins
Rosemary Quigley, Donna Palmer, and Mike DeAngelo

Members Absent: Barbara Davenport and Cassy Korinek

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

LaVoie called the meeting to order at 7:03 pm.

LaVoie called for the approval of the August Board Meeting agenda. Palmer motioned to approve the August 6, 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 consent agenda, which included an approval of the July Board meeting minutes, the bills paid during July 2018 and the hire of Sara Harrison Mast, Library Assistant. Vrsek motioned to approve the consent agenda. Seconded by Cousins. A vote was taken. Aye=all, nay=none. Absent=2. Motion carried.

Public Comment: None.

Friends Report: The Friends did not have a book sale or meeting in July. There was no Friends report to review.

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

The Board reviewed the final Balance Sheets for June 2018 and the draft Balance Sheets for July 2018.

Budget Changes: None.

Reimbursements: None.

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

Circulation statistics for June and July 2018 were included in the Board packet.

A patron thank you note was passed around for Board members to view.

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

Personnel: Approval of the hire of Sara Harrison Mast, Library Assistant, starting at \$12.02 per hour, was included in the approval of the consent agenda. Anniversaries include Reference Librarian Stacey Comfort; Library Assistants Jill Brown, Aileen Clark, Megan Rittinger, and Terri Leonard (substitute); and Library Pages Whitney Sutherland and Avrey Baron. No Board action was required due to the January 2018 pay rate increase.

Committee Reports:

The Board reviewed the Facilities Committee minutes from the July 25, 2018 meeting.
The Board reviewed the Finance Committee minutes from the July 19, 2018 meeting.
The Board reviewed the Policy Committee minutes from the July 26, 2018 meeting.

Old Business: None.

Preliminary 2018 – 2019 budget: The preliminary budget for 2018–2019 was included at the end of the Board packet and reviewed. Vrsek moved to approve the preliminary 2018–2019 budget. Second by DeAngelo. A vote was taken. Aye=5, nay=1, absent=2. Motion carried.

Review of Strategic Plan: The Board discussed the Narrative Review of the Library’s Strategic Plan for 2018. Topics included programming (expanding early literacy, promoting teen programs, open house for 10 year anniversary in March 2019, etc); staff (marketing assistant, first floor restroom, wage evaluation, etc); and technology (implementing new technology, wireless printing, computer lab space, etc). The Board reviewed the Library’s Strategic Plan for 2018. One topic was project prioritization, debating between HVAC repairs and LED lighting, and the Board decided that HVAC repairs should be prioritized above LED lighting.

Public Comment: None.

Board Member Comments: None.

Having reached the end of the agenda, the Board adjourned at 8:53 pm.

Respectfully submitted,



Summer Powers,
Recording Secretary