



Dexter District Library Board of Trustees

Meeting Minutes

October 6, 2025

7:00 p.m.

Members present: Barbara Davenport, Martha Gregg, Donna Palmer, Sherry Simpson, Shelly Vrsek

Members absent: James Estill, Cassy Korinek, Jim LaVoie

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

President Vrsek called the meeting to order at 7:08 p.m.

Simpson moved to pass a continuing resolution for the current Board Officers until more Board members are present. Second by Davenport. A voice vote was taken. Aye=all, Nay=none, absent=3.

Vrsek called for additions/changes to the presented agenda. Davenport asked for Erratic Ale's Good Neighbor Tap program to be added to the agenda. Gregg moved to approve the meeting agenda as amended. Second by Davenport. A voice vote was taken. Aye=all, nay=none, absent=3. Motion carried.

Vrsek called for corrections to the minutes of the August 25, 2025 Public Budget Meeting and the minutes of the August 25, 2025 regular Board Meeting. No corrections were requested. Simpson moved to approve the minutes from the August 25, 2025 Public Budget Meeting and the August 25, 2025 regular Board Meeting as presented. Second by Gregg. A voice vote was taken. Aye=all, nay=none, absent=3. 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. Palmer moved to approve the Consent agenda. Second by Simpson. A roll call vote was taken. Davenport=aye, Gregg=aye, Palmer=aye, Simpson=aye, Vrsek=aye, absent=3. Motion carried.

Circulation Statistics: Statistical charts for the month of September 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 Gregg. A roll call vote was taken. Palmer=aye, Davenport=aye, Vrsek=aye, Gregg=aye, Simpson=aye, absent=3. Motion carried.

Budget Changes: Gregg moved to change the budgeted amount for lines

101-790-741 Children's Books from \$78,000 to \$78,500,

101-790-742 Programming from \$50,000 to \$52,500,

101-790-746 Books on CD Child from \$4,000 to \$3,500,

101-790-748 DVD Child from \$8,000 to \$6,000, and

101-790-750 Audio Materials – Music Children from \$1,000 to \$500.

Second by Palmer. A roll call vote was taken. Vrsek=aye, Simpson=aye, Palmer=aye, Gregg=aye, Davenport=aye, absent=3. Motion carried.

Reimbursement: None

Personnel:

Martha Gregg and Cassy Korinek's board terms expired September 30, 2025. Martha Gregg was reappointed by the City of Dexter with a term ending September 30, 2029 on August 25, 2025. Cassy Korinek was reappointed by the Dexter Community School Board of Education with a term ending September 30, 2029 also on August 25, 2025.

Library staff who reach their anniversary date of hire in the month of October include Youth Reference Librarians Xanthe Muller (4 years) and Amy Hyde (9 years) and Library Page Ella Nickerson (3 years). All were included in the 2025 wage rate adjustments therefore no Board action was necessary.

The Library hired Cecilia Lawrence as a part-time Library Page starting at \$12.48/hour. Lawrence started on 10/1/2025. Simpson moved to approve the hiring of Cecilia Lawrence at a starting wage of \$12.48/hour. Second by Gregg. A roll call vote was taken. Gregg=aye, Palmer=aye, Simpson=aye, Davenport=aye, Vrsek=aye, absent=3. Motion carried.

Adult Reference Librarian Deborah Bigelow submitted her resignation effective 8/26/2025. Library Pages Julie Rascol and Korrine Wilson also submitted their resignations. Rascol's last day was 9/27/2025 and Wilson's last day was 9/26/2025.

Old Business:

There is nothing new for Strategic Planning.

Circulation staff have starting implementing the RFID pads for checking out and checking in items. Some errors have been found in the short time that this has been started. Those errors will be corrected as they are found. The Inventory Wand will start to be used in the near future.

New Business:

Board Committee assignments was tabled until more of the Board members were available.

Palmer wanted to see the Policy Categorization alphabetized at least with respect to the heading names. After a discussion, it was determined to take the categorization back to the Policy Committee with the input and suggestions received from the Board members.

McCann stated that Circulation Supervisor Graulich informed him that she was having trouble receiving applicants for the Library Page position with paying minors 80% of the minimum wage as allowed per the state law and approved by the Board. Due to the need to advertise for the position in order to get the positions filled, McCann consulted with Vrsek and it was decided to advertise the position with the full minimum wage listed regardless of age. With that advertising, Graulich was able to receive more suitable applications. Davenport moved to set the minimum wage for all positions being paid minimum wage at 100% of state minimum wage regardless of the applicant/employee's age. Second by Simpson. A roll call vote was taken. Simpson=aye, Vrsek=aye, Davenport=aye, Palmer=aye, Gregg=aye, absent=3. Motion carried.

A first reading of the draft Gifts Policy was held. McCann explained the reasoning for this policy. No donations are known at this time, but McCann feels that it would be beneficial to have a policy in place before it is needed. Questions were asked by Board members and answered by McCann.

Davenport asked what kind of fliers or documentation is presented during the Library's Good Neighbor Tap month at Erratic Ale. McCann said that he has provided a basket with leftover Library memorability for them to auction off in the past. Davenport suggested having the Friends of the Library Used Book Sale bookmarks out during that month to promote those book sales. She also suggested potentially creating coasters with fun facts about the Library that would be used during that month. Davenport would also be interested in holding a gathering of staff, Board members, and Friends of the Library during the Good Neighbor Tap month.

Public Comment: None

Board Member Comments: Vrsek noted that a new documentary has come out entitled The Librarians which highlights librarians' role as defenders of freedom and democracy against a wave of book challenges.

Adjournment: Having completed all items on the agenda, Simpson moved to adjourn at 8:30 pm. Second by Davenport. A voice vote was taken. Aye=all, nay=none, absent=3. Motion carried.

Respectfully submitted,



Barbara Davenport,
Secretary



Michelle Joppeck,
Recording Secretary

September 2025

Circulation Statistics	Sept.	Aug
Adult Books	3963	4110
Young Adult Books	730	940
Children's Books	8089	8926
Magazines	80	92
DVD	1214	1464
Books on CD	346	401
Music CD	201	270
Realia/Objects/Equip	47	45
Overdrive	4459	4865
hoopla	2598	2824
Kanopy	550	811
Staff/Patron renewals	1361	1488
Auto-renewals	8407	10015
In-House	1418	1247
Total	33463	37498
Library visits	10365	12116
Reference questions		
Items withdrawn	1233	1549
New items added	866	1304
Total holdings	114647	114477
New cards issued	70	77
Total card holders	11125	11157
Internet usage	1360	1261
Museum/Park Pass	24	39
Web site visits	10337	10085
Program attendance	931	1393
Fax	25	13
ILL lent out	1888	1736
ILL borrowed	2567	2611
Unique borrowers	1751	1940
Study Room Use	177	178
Total monthly ROI delivered to the community through use	\$453,215	\$497,127