

# DeWITT DISTRICT LIBRARY BOARD

## ANNUAL MEETING

DeWitt District Library, Woodruff Room  
13101 Schavey Rd, DeWitt, MI 48820

May 13, 2010

**Members Present:** Wayne Summers, Paul Perpich, Harriett Smith, Gale Arent, Bill Fullmer and Sarah Gustafson.

**Members Absent:** Diane Mosier

**Also Present:** Jennifer Balcom – Library Director, Lael Lineberry - Friends of the Library.

**A. Call to order:** 7:00 p.m. by President Wayne Summers.

**B. Approval of Agenda:** Motion to approved updated agenda by Perpich, second by Gustafson.  
Unanimous.

**C. Approval of minutes:** For April 15, 2010 Minutes - Motion to approve as amended by Fullmer, second by Smith. Unanimous.

**D. Public Comment:** None

### E. Reports

1. Correspondence: Placed on file.

2. Treasurers Report: Discussed and placed on file

Motion to place check register report on file that includes issued check numbers 12826 through 12870 by Arent, second by Gustafson. Unanimous. Director also provided the Budget to Actual Reports for April 2010 and FY 2009/2010. Smith notified the Board that she was transferring approximately \$22,000 from savings into a CD at Fifth Third Bank. The Board voiced agreement regarding the CD.

3. Directors Report: Discussed and placed on file.

4. Friends of the Library: Summers attended the recent Friends meeting. He provided guidance on the purpose of the group and for what items they needed Board approval. Also, the Friends is updating the PAC for the current year millage.

5. Township contract area: None

6. Facility Needs: None

### F. Budget Hearing

1. Open Public Budget Hearing: Call to open public budget hearing by Arent, second by Gustafson.  
Unanimous.

- No public comment was made

2. Close Public Budget Hearing: Motion to close public hearing by Fullmer, second by Perpich.  
Unanimous.

### G. Annual Meeting Business

1. Adoption of 2010-2011 Budget: Motion to approve Library budget by Fullmer, second by Perpich.  
Unanimous

- a. Library Board Stipends: Motion to suspend Board stipends for the FY 2010-2011 by Perpich, second by Gustafson. Unanimous
- b. Additional Day of Closing – Memorial Day: Motion for a temporary closing of the library for the Saturday before Memorial Day for FY 2009-2010 by Arent, second by Smith. Unanimous.
- c. Additional Days of Closing: Motion to change the days of operation for the FY 2010-2011 budget year as follows by Fullmer, second by Smith, Unanimous:
  - Close Good Friday
  - Close Day after Thanksgiving
  - Close Christmas Eve
  - Close Day after Christmas
  - Close New Year's Eve
2. Review of Staff Salaries for FY 2010-2020: Motion to freeze all staff salaries for the FY 2010-2011 by Fullmer, second by Perpich. Unanimous.
3. Election of Officers:  
Motion to nominate Paul Perpich as President by Summers, second by Arent. Motion to nominate Wayne Summers as Vice President, Sarah Gustafson as Secretary and Harriett Smith as Treasurer by Arent, second by Perpich. Nominations closed and vote unanimously approved.
4. Review of By-Laws, Policies and Procedures: No changes.

#### **H. Pending Business**

1. Ballot Proposal: Motion to approve ballot proposal by Fullmer, second by Smith. Motion passed 6-0 by roll call vote.
2. Name Change Resolution: Motion to approve Name Change Resolution by Perpich, second by Fullmer. Motion passed 6-0 by roll call vote.

#### **I. New Business**

1. Staff Inservice: Motion to approve Director having a staff inservice on Friday, September 17, 2010 by Fullmer, second by Gustafson.

**J. Board Member Comments:** Fullmer complimented Summers on his years of service as President to the Library. Arent suggested that the Board send Helen a card to congratulate her on 25 years of service to the Library.

**K. Public Comment:** None.

**L. Adjournment:** Adjourned 8:26 p.m.

**Next meeting:** Regular Meeting on June 10<sup>th</sup> at 7:00 p.m. at DeWitt District Library, Woodruff Room.

**Respectfully submitted:** Sarah Gustafson, Board secretary