

DeWitt District Library Board

DeWitt District Library, Woodruff Room
13101 Schavey Road, DeWitt, Michigan 48820

November 3, 2011 - Meeting Minutes

- A. The meeting was called to order by President Perpich at 7:01 p.m.
Members Present: Diane Mosier, Paul Perpich, Kris Palmer, and Wayne Summers
Members Absent: Gale Arent, Emily Fenneuff, and Bill Fullmer
Also Present: Library Director Jennifer Balcom, and Jeff Stevens
Summers was appointed acting secretary by President Perpich.
- B. Approval of Agenda: Motion to approve agenda; moved by Mosier, second by Palmer.
Motion passed.
- C. Approval of Minutes: Motion to approve agenda; moved by Mosier, second by Palmer.
Motion passed.
- D. Public Comment: none
- E. Reports
 - a. Correspondence – Discussed reduction of revenues due to Michigan Tax Tribunal rulings. These will be entered as a reduction of revenue rather than an expense.
 - b. Treasurer – After review and discussion, Mosier, second Palmer, motion to approve vouchers 13631-13667. Motion passed. The reports were put on file.
 - c. Director's Report – The director answered Board questions about reference questions and the installation of the new self-check system.
 - d. Friends of the Library – The Friends have a new web site which allows patrons to donate online.
 - e. Township Contract Areas – President Perpich requested this item be removed from future agendas.
 - f. Facility Needs – No report
- F. Pending Business – none
- G. New Business
 - a. Jeff Stevens of *Maner and Costerisan* reviewed the library's 2010-2011 annual audit. *Maner and Costerisan* gave the library an unqualified opinion. Motion by Mosier, second by Palmer to accept the audit report, place it on file, and submit copies to the approved governmental agencies. Motion passed.
 - b. Library Policy Review - After discussion, the Board directed the director to consult with legal and present recommendations for pressing policy changes at the next meeting. A committee will then be formed to review other potential policy revisions.

- c. AWE Literacy Station – The AWE Literacy Station is a self-contained educational computer for children ages 2-8. It features 56 educational programs and is not connected to the Internet. Motion by Mosier, second by Palmer to purchase an AWE Early Literacy Station for the children’s room as budgeted in the 2011-2012 budget. Motion passed.
 - d. Geek the Library Campaign – Director Balcom presented information on this free library public relations program. After discussion, the Board verbally approved her going forth with plans to implement the program beginning in January.
- H. Board Member Comments
- a. Member Mosier announced DeWitt Township is currently accepting applications for the Library Board position currently held by Gayle Arent whose term ends December 31.
 - b. Member Palmer expressed interest in working on the proposed policy review committee.
- I. Public Comment – none
- J. Adjournment - Motion by Summers, second Palmer. Motion passed. Meeting adjourned at 8:30 p.m.

Respectfully submitted by Wayne Summers