

DEWITT DISTRICT LIBRARY (DDL) BOARD

Regular Board Meeting

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

September 8, 2011 Meeting Minutes

A. The meeting was called to order by President Perpich at 7:05pm.

Members Present: Paul Perpich, Bill Fullmer, Emily Fenneuff, Kris Palmer, Diane Mosier, Gale Arent, Wayne Summers.

Also Present: Library Dir. Jennifer Balcom, and new Ass't Director/Youth Librarian Melinda Schafer.

B. Approval of Agenda: Motion to approve agenda; moved by Summers, second Palmer, Motion passed.

Notice the L4029 discussion that arose under part H.

C. Approval of Minutes: Motion to approve the August minutes moved by Palmer, second by Fenneuff. Approved.

D. Public Comment: none.

E. Reports

1. Correspondence – Director Balcom included a listing of board members and term expiration dates. In this context Gayle Arent indicated he would not be seeking reappointment as they were going to be move to Florida. The Director explained the basis for her letter to the State Librarian and answered questions from the Board. The article regarding college students was included as it demonstrates the significant value of librarian expertise. Google is not always best. It may be quick, but not necessarily complete or even accurate. The implication – utilize the expertise of library staff.

2. Treasurer – the monthly profit/loss report was reviewed and outlier types of variation were discussed. After review and discussion of the check register it was moved by Summers, second Mosier, to approve check #'s 13534 – 13581. Approved. The reports were put on file.

3. Directors Report – the Director highlighted some points and responded to questions from the board. Board members expressed appreciation with the statistical reports, in general, and requested methods to compare across months. The report was put on file.

4. Friends of the Library - No report.

5. Township Contract Areas - no issue.

6. Facility Needs – the Director noted that the carpet was recently cleaned, and that made a significant difference.

F. Pending Business:

There was no pending business for this month.

G. New Business:

1. Informational Meeting; Loaning AV Materials to Minors – there were no patrons or other concerned citizens in attendance and no written correspondence had been received regarding this matter. Therefore, in recognition of the fact that the pending self checkout system will not enable differential treatment between adults and minors concerning checkout of audio and visual materials with regard to ratings, it was moved by Mosier, second Palmer, to authorize modification of current policy by removing the requirement that the Library monitor the appropriateness of what youth checkout regarding audio and visual materials. Notice of this change will be made available to patrons/families through as many means as possible so that parents can determine how they will manage the issue with their minor.

2. Assistant Director/Youth Librarian Appointment – The Director introduced Melinda Schafer who was selected to fill this new position. Her background and experience was shared with the Board and the members gave a warm welcome to Melinda. Mosier moved, Summers second, that the Board authorize the hiring of Melinda Schafer, contingent upon completion of the appropriate background checks and physical examination. Motion passed unanimous.

3. Staff Appreciation Event – as before, this event will commence following a staff in-service day at the library. Details were discussed and decided. It was **moved** by Mosier and second by Fullmer to put the “no alcohol” policy on hold for the 9/16/2011 dinner event so that a modest amount of beer and wine can be available. The library is closed that day because of the in-

service. The board will monitor consumption. The motion passed unanimous.

4. 5th/3rd Checking Account – this inactive checking account will begin adding a charge of \$5.00 per month. It was determined that the President will move the funds to an active account.

H. Public/Board Comments: The need to resume meeting with our governing bodies was raised and the membership agreed. Meetings will be arranged to update the Townships of DeWitt and Watertown as to issues the library is facing and to hopefully hear from the governing bodies hopes, expectations and concerns they have about the library operations and space.

Related to this there was discussion of our millage rate and history of same, as well as upcoming elections. In this regard Mosier moved and Summers second, that the Board authorize a levy submission L4029 establishing a millage rate for 2011 of 0.4998. Motion passed unanimous.

I. Adjournment: The meeting was adjourned at 8:41pm.

**Next Meetings: Regular meeting October 13, 2011, 7:00p.m. @ DDL
Regular meeting November 10, 2011, 7:00p.m. @ DDL**

Respectfully Submitted by Bill Fullmer, Secretary.