

DEWITT DISTRICT LIBRARY (DDL) BOARD

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

January 8, 2015 Meeting Minutes

A. The meeting was called to order by President Byars at 5:06 pm.

Members Present: Paul Perpich, Brian Byars, Kara Zech Thelen, Lysne Tait, Wayne Summers, Bill Fullmer.

Members Absent: Emily Fenneuff.

Also Present: DDL Director Jennifer Balcom , Mindy Schafer, and Robert Raz of Hartzell-Mika Consulting.

B. Approval of Agenda: Motion by Fullmer to approve the agenda; second by Summers. Motion approved unanimous.

C. Approval of Minutes: Summers moved to approve the December 11 minutes. Tait second. Motion approved unanimous.

D. Public Comment: None

E. Reports:

1. Correspondence: None

2. Treasurer Report: The board reviewed the checks issued over the prior month. Summers moved to approve checks 15261 - 15296. Second by Fullmer. Motion passed unanimous.

3. Director's Report: The Director reviewed highlights of the report and addressed issues raised by the board. It was noted that the library has received over \$1,000 in donations in memory of Norm Robison who was a long time library patron and popular instructor of cooking classes at the library.

4. Friends of the Library: Tait reported that the Friends of the Library created a new budget which includes funding the publication "Book Page" for the Library.

F. Pending Business:

1. RFI - Director Balcom updated the board regarding the RFI for evaluating library space use and expansion possibilities. The RFI has been

published and responses are coming in. This will be on the agenda for next month.

2. Report from Hartzell-Mika Consulting - Robert Raz gave a summary of their detailed study of the library staffing and pay. The report compares the DDL with other class IV and V libraries in Michigan on various budget and staffing factors. The report shows that even with the significant revenue increase approved by the voters last August, the library is still 25% below comparable class four and class five libraries on almost all measures. A new issue raised by the consultant has to do with the contracts which DeWitt has with three outlying townships. The revenue generated is far below what a millage would produce. The board will have to examine this at some point.

It was moved by Tait to schedule a Special Meeting for the board to discuss the staffing and salary schedule information presented by Robert Raz. Second by Thelen. Motion passed unanimous. Pres. Byars indicated he would send a notice on Meeting Wizard to get this rolling.

G. New Business:

1. Digital Magazine Options - There are two companies with options enabling multiple patrons to download magazines at the same time. After discussion Thelen moved to authorize the Director to make the arrangement as she deems suitable. Second by Tait. Motion passed unanimous.

H. Board Member Comments - None.

I. Public Comment: None

J. Adjournment: The meeting adjourned at 6:53 PM, having completed the agenda.

Next Regular Meeting: February 15, 2015, 5:00pm, DDL.

Next Regular Meeting : March 12, 2015, 5:00pm, DDL.

Respectfully submitted by Bill Fullmer, Secretary.