

## DEWITT DISTRICT LIBRARY (DDL) BOARD

DeWitt District Library, Woodruff Annex  
13105 Schavey Road, DeWitt, Michigan 48820

April 13, 2016 Meeting Minutes

A. The meeting was called to order by President Byars at 5:02 pm.

Members Present: Brian Byars, Lysne Tait, Wayne Summers, Bill Fullmer, Matt Boeve, Paul Perpich.

Also Present: Director, Jennifer Balcom, Assistant Director, Mindy Schafer

Members Absent: Emily Fenneuff.

B. Approval of Agenda:

Fullmer moved to approve the agenda; Tait second. Motion passed unanimous.

C. Consent Agenda:

1. Approval of March 10 Minutes
2. Treasurer Report through March, 2016
3. Correspondence

Boeve moved to approve the consent agenda. Tait second. Motion approved unanimous.

D. Public Comment: No public

E. Reports:

1. Director's Report. The focus of this month's report was youth services in March. The library participated in the literacy event run at Hannah center in East Lansing which was very successful. A related Little Critter story time was held at the DDL a few days later. The Crazy 8's Math Club finished their 8 week program for ages 5-7 and continues to be popular. Another group will begin soon. Also, the 4th-5th grade Battle of the Books event was held and was a huge success again this year. Some very nice letters of thanks were received from team coaches regarding how well the event was run by staff. Finally, the library hosted a preschool information fair with school reps there to answer question. The event was successful enough that it will be repeated next spring.
2. Friends of the Library. The Friends group met last month and is getting organized.

F. Pending Business:

1. Update on Library Renovations. The library received a proposal from Laux Construction for internal renovations. C2AE arranged for Laux to manage the project. Two reps from Laux were at the board meeting and answered questions. A contract will follow soon.

Perpich moved to accept the proposal from Laux. Tait second. Motion passed unanimous.

2. Join Woodlands Library Cooperative. Last month the board initiated withdrawal from the White Pine Library Coop. The DDL will request joining the Woodland's Library Coop as there are advantages to being in that group of libraries.

Summers moved to authorize joining the Woodland's Library Cooperative effective October 1, 2016. Tait second. Motion passed unanimous.

G. New Business:

1. Briggs Library Forming District Library. The Dewitt library received a letter from Briggs Library in St. Johns, Michigan indicating they have applied to the State Librarian to become a District Library with the St. Johns school district as the library district. This has some financial implications as it would impact the DDL state aid and penal fine revenues to some degree. The board discussed this situation, potential outcomes, and actions we would have to consider if the Briggs plan is accepted. This will take some time to become clear.
2. Library Employee Retirement Options. The Board's attorney provided a list of options to be considered by the Board, as well as descriptive details to be considered. The board discussed those options quite thoroughly as well as a different approach to Simplified Employee Pension plan options. All options will be further explored over the next month or two.
3. Draft Budget for 2016-17. The Director presented a draft budget for the 2016-17 fiscal year, which included projected full year costs for this year and actual costs for FY 2015. Specific variations were discussed and clarifications made. The Director will make some modifications/updates and present it at the May meeting for approval by the board.

H. Board Member Comments: None

I. Public Comment: No public.

J. Adjournment: The meeting adjourned at 6:55 PM, having completed the agenda.

Next Regular Meetings:        May 12, 2016, 5:00 PM, DDL Woodruff Annex  
   June 9, 2016, 5:00 PM, DDL Woodruff Annex

Respectfully submitted by Bill Fullmer, Secretary