

**DEWITT DISTRICT LIBRARY (DDL)**  
13101 Schavey Road DeWitt, Michigan 48820

November 9, 2017 Meeting Minutes

A. The meeting was called to order by President Byars at 5:04 PM.

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

Also Present: Director Jennifer Balcom, Assistant Director Mindy Schafer, and Bethany Verble of Maner Costerisan

Members Absent: None

B. Approval of Agenda:

Summers moved to approve the agenda, moving the Audit Report to the first item of business. Tait second. Motion approved unanimous.

C. Consent Agenda:

1. Approval of October 12, 2017 Meeting Minutes
2. Treasurer Report through October, 2017
3. Communication

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

D. Public Comment: None

E. Reports:

1. Director's Report. Director Balcom highlighted some of the points noted in her written report. Programming is going extremely well. Library comparative stats need to be looked at in the context that the renovation was beginning a year ago when hours and services were sometimes curtailed.
2. Friends of the Library. Lysne Tait noted that the Friends group had a few new people at the recent meeting and they made good contributions.

F. Pending Business: None

G. New Business:

1. Audit Report for FY 2016-2017. Bethany Verble of Maner Costerisan described the key findings of the audit, noting that there are no recommendations for changes. She answered questions and highlighted some significant comparisons with last year's findings. DDL management gets kudo's for another excellent job.

2. Meeting Room Policy Revision. Director Balcom requested a revision to the meeting room policy so that it operates in a way that fully meets the intent of the policy. After clarification:

Summers moved to remove the DDL card requirement for municipalities, businesses and non-profit organizations within the District. Tait second. Motion passed unanimous.

3. Bath Township Library Vote. Director Balcom indicated that the Bath library millage vote passed Tuesday and this has implications for our current year budget and responsibilities to Bath residents with a DDL card. The Board had extensive discussion of both these implications, and in the end there are too many unknowns at this time to take any action. There are legal opinions needed and they should emerge over the coming weeks/months.
4. Court Ordered Community Service Policy. Director Balcom provided a summary of an encounter that occurred when an applicant was not accepted. The encounter reinforced the basis of rejecting the applicant, but may also have put the Library staff in a vulnerable position. The request is to eliminate Court Ordered Community Service from the library's volunteer policy at this time.

Spagnuolo moved to remove court ordered community service from the library volunteer policy. Summers second. Motion approved unanimous.

H. Board Member Comments: None

I. Public Comment: None

J. Adjournment: The meeting adjourned at 6:34 PM, having completed the agenda.

Next Meetings: December 14, 2017, 5:00 PM, DDL Annex  
January 11, 2018, 5:00 PM, DDL Annex

Respectfully submitted by Bill Fullmer, Secretary