

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

September 14, 2017 Meeting Minutes

A. The meeting was called to order by President Byars at 5:00 PM.

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

Also Present: Director Jennifer Balcom, Library patrons Abby Lorenzen and her son Alex Lorenzen

Members Absent: None

B. Approval of Agenda:

Summers moved to approve the agenda. Tait second. Motion approved unanimous.

C. Consent Agenda:

1. Approval of August 10, 2017 Minutes
2. Treasurer Report through August, 2017
3. Communication

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

D. Public Comment:

1. Alex Lorenzen returned to speak regarding the board policy requiring that children must be 10 years old or older to be in the library without parental supervision. He explained that he has been visiting the library alone without incident and checks out and returns books by himself. He again offered justifications for being allowed to continue doing so. Abby Lorenzen again addressed the board supporting her son's position.

E. Reports:

1. Director's Report. The Director indicated circulation and other measures were up substantially in August. Two staff training actions were taken last month. Notice that Beth Johnson resigned after 10 years here to take a full time position. This will alter filling vacancies at this time. Also, Grubaugh Orthodontics and Vitek Dentistry donated a phone and device charging station to the Library. Her report was placed on file.
2. Friends of the Library. Lysne Tait noted the Friends group met yesterday. They still need to find a way to increase membership to increase effectiveness.

F. Pending Business:

1. Unattended Children Policy. After identifying several pros and cons of setting any age, and much discussion:

Summers moved to lower the age from 10 to 8 years of age. Perpich second. Motion approved unanimous.

2. Strategic Plan/Annual Goals for 2017-18. The goals were reviewed and discussed. No action taken.

G. New Business:

1. Library of Things Policy and Agreement. The board reviewed the Policy and Agreement draft and got clarifications where needed.

Tait moved to approve the draft Policy and Agreement, subject to attorney approval. Summers second. Motion passed unanimous.

2. DDL & Friends of the Library Memo of Understanding - The board discussed the draft and the Director will bring it back next month with clarifications.

3. Employee Vacation Payout after separation from employment. Following some good board review and discussion the Director will bring it back next month with clarifications.

4. MEL Visiting Patron. The board discussed this matter.

Summers moved to participate in this new initiative. Boeve second. Motion passed unanimous.

5. Staff Development Day. The Director recommended closing for a staff development day in February.

Spagnuolo moved to approve February 19, 2018 as staff development day. Boeve second. Motion passed unanimous.

6. Annex use by DeWitt Schools. This was discussed to clarify how it would be used and how it related to current policy. No further action was required to implement.

H. Board Member Comments: None.

I. Public Comment: None.

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

Next Regular Meetings: October 12, 2017, 5:00 PM, DDL Annex
November 9, 2017, 5:00 PM, DDL Annex

Respectfully submitted by Bill Fullmer, Secretary