

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

February 8, 2018

- A. The meeting was called to order by President Byars at 5:01 pm. Byars appointed Summers as acting secretary in the absence of Fulmer

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

Also Present: Director Jennifer Balcom

Members Absent: Bill Fulmer

Also Present: Sue Garrity and Lynn Bergen of the Bath Township Public Library

- B. Approval of Agenda:

Motion to approve with addition of Teens in the library as New Business item 4 by Boeve with a second by Tait. Approved unanimously.

- C. Consent Agenda:

1. Approval of January 11, 2018 minutes
2. Treasurer's Report through December, 2017
3. Correspondence

Motion to approve by Perpich with a second by Tait. Passed unanimously.

- D. Public Comment: None

- E. Reports:

1. Director's Report. Director Balcom reported there have been heating issues at the annex which the landlord says can't be corrected until the weather improves. In the meantime space heaters are being used during program times. Open Minds Book Club, a new community book initiative, will have its first book discussion on February 24, 2018, at 2:30 in the annex on *The Hate U Give* by Angie Thomas. Balcom gave an update on the ongoing analysis of collection usage. Mysteries, inspiration fiction, Young Adult, and Children's are the most popular. The non-fiction collection is the least used; therefore, it will be reduced to make room for additional Young Adult titles. She also stated many items in the Children's and Young Adult collections need to be replaced as they are getting grubby due to frequent usage.
2. Friends Report. Trustee Tait announced the next Friends of the Library meeting will be on February 12 at 5:30 at the Family Tree. They expect to finalize support of the reprint of the *History of DeWitt* book.

F. Pending Business:

1. 501c3. Director Balcom presented answers to questions the Board had posed about the library becoming a 501c3. The Board gave her verbal authority to continue the process which will likely take at least a year to complete.
2. StoryWalk. Director Balcom and President Byars reported on their presentation to DeWitt Township about the StoryWalk Project. The Township approved of the installation at Granger Meadows, and they reported there is also interest to install ones at other Township and City locations.

G. New Business:

1. Bath Township Library Agreement. There was discussion to approve the Bath Township Public Library Agreement with one minor typo change and give Balcom authority to sign the agreement. The agreement continues library service for Bath Township residents through June 30, 2018, in return for payment from the Bath Township Public Library.

Motion to approve by Perpich, Second by Boeve. Passed unanimously.

2. Youth One Library Card. The library would like to add a Youth One Library Card which staff may issue to youth without a regular card after other options have been exhausted. The card allows only 1 item at a time to be checked out.

Motion to approve by Perpich with a Second by Tait Passed unanimously.

3. Virtual Meeting Policy. Director Balcom will draft a Virtual Meeting Policy to be presented at an upcoming meeting. The policy would allow Board members unable to physically attend to do so remotely.
4. Teens in the library. Since there have been some issues with teens taking over the Children's room after school, the library will begin restricting that area from 3-5. Teens will not be allowed to loiter there, but may enter if they wish to check-out a book from the collection. The annex will be available to teens if they wish to have a place to hang-out.

H. Board Member Comments: None

I. Public Comment: None

J. Adjournment: The meeting adjourned at 6:10 PM having completed the agenda.

Next Meetings: March 8, 2018, at 5 PM, DDL Annex
 April 19, 2018, at 5 PM, DDL Annex

Respectfully Submitted by Wayne Summers, Acting Secretary