

DEWITT DISTRICT LIBRARY (DDL)

13101 Schavey Road, DeWitt, Michigan 48820

June 9, 2022 Meeting Minutes

- A. The meeting was called to order by President Byars at 5:05 pm.
Members Present: Wayne Summers, Lysne Tait, April Kirchen, Tony Spagnuolo, Matt Boeve, Brian Byars, and Paul Perpich (arrived 5:13)
Also Present: Director Jennifer Balcom
Members Absent: None
Members of the Public Present: Melissa DeMong-Shafer and Heather Hagenauer
- B. Approval of Agenda: Motion to approve, with addition of New Business G-2 Woodlands Coop Report, by Boeve with a second by Tait. Passed Unanimously.
- C. Consent Agenda:
1. Approval of the May 12, 2022 minutes.
 2. Correspondence
 3. Treasurer's report
- Motion to approve by Tait with a second by Kirchen. Passed unanimously.
- D. Public Comment – None
- E. Reports
1. Director Balcom reported circulation is up 32% from last year. May also saw 162 new users. Several library programs were highlighted including the walking club and participation in the Farmer's Market and DeWitt Community Showcase. The summer reading program, "Ocean of Possibilities", will kick off on June 11th with "Chalk the Walk."
 2. Friends of the Library – The Friends had a very successful Culver's fundraiser on May 16th from 5-9 pm. Proceeds will be used to help with summer reading expenses. They are also looking at new fundraising options and items to sell.
 3. Woodlands Coop – No report as the library no longer has a representative on the Board.
- F. Pending Business
1. Election of Officers – Motion by Tait with a second by Perpich to elect the slate of Byars (President), Perpich (Vice Present), Boeve (Treasurer), and Summers (Secretary) for the 2022-2023 fiscal year. Passed unanimously.
- G. New Business
1. Budget Adjustments FY 2021-2022 – Motion by Perpich with a second by Boeve to move 10K from the Supplies Budget to the following line items: Utilities (6K), Rental Expenses (2K), and Miscellaneous (2K). Passed unanimously.

Motion by Boeve with a second by Tait to approve moving 26.3K from Fund Balance to Social Security (1K), Health Benefits (6.5K), Pension Benefits (300), and Building Maintenance (18.5K). Motion Passed unanimously.

2. Woodlands Report – After discussion it was decided Director Balcom would remove the Woodlands Report from our regular agenda as we no longer have a representative on that Board.
- H. Board Member Comments – Summers suggested we consider naming the DeWitt Road property site or something at the site for William Drouin.
- I. Public Comment – Hagenauer advocated for the Library to provide more programming to support healthy lifestyles and good mental health.
- J. Adjournment of Regular Meeting – Motion by Byars to adjourn at 5:29

Strategic Planning Session

- A. The Strategic Planning Session was called to order by Byars at 5:37.
- B. Members Present: Wayne Summers, Lysne Tait, April Kirchen, Tony Spagnuolo, Matt Boeve, Brian Byars, and Paul Perpich
Also Present: Jennifer Balcom, Melissa DeMong-Shafer, Heather Hagenauer, Dr. Stormy P. Trotter, and Denice Gravenstijn
- C. Approval of the Agenda – Motion by Boeve with a second by Tait. Passed unanimously.
- D. Dr. Trotter of the NonProfit Network presented a summary of the results of the Board survey, Public survey, and the Stakeholders Focus Group. Identified areas of concern were: Staffing, Finances, Space, and Programs and Services.
- E. Adjournment – Motion by Byars to adjourn at 7:26.

Next Meeting: Thursday, July 14, 2022, at 5pm.

Submitted by Wayne Summers, Secretary