

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

August 11, 2022 Board Meeting Minutes

A. Call to Order: The meeting was called to order by Pres. Byars at 5:01 pm.

Members Present: Brian Byars, Paul Perpich, Matt Boeve, Lysne Tait, April Kirchen

Members Virtual: Wayne Summers

Members Absent: Tony Spagnuolo

Also Present: Director, Jennifer Balcom, Melissa DeMong-Shafer

B. Approval of Agenda: Boeve moved to approve the agenda, Perpich second. Motion passed unanimously

C. Consent Agenda

1. Approval of June 9, 2022 Minutes

2. Correspondence

3. Treasurer Report

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

D. Public Comment: none.

E. Reports:

1. Directors Report - Director Balcom reported successful Summer Reading programming (40 programs, 1100 participants). DARA programs are excellent. (Movie night well attended). The library is experiencing some challenges filling the youth services coordinator position but are ready to make an offer to someone for the youth library assistant position.

2. Friends of the Library - Melissa reported meeting discussed fundraising, book sale, and possible walking during Ox Roast.

F. Pending Business:

1. **Strategic Plan Recap** – Received data from consultant. Board will synthesize and create a cohesive document. Director Balcom will work on goals.

G. New Business:

1. **L-4029 Tax Rate Request** – Discussion. Motion to approve the 2022 L-4029 Tax Rate Request as presented in the amount of 0.9688 mil. Perpich moved, Boeve second. Roll call vote: Byars: yes; Boeve: yes, Kirchen: yes, Perpich: yes, Tait: yes, Summers: yes. Motion passed unanimously.

2. **Employee Gift Cards** Motion to approve the December 2021 purchase of \$100.00 gift cards for each library employee as discussed and supported at the December 9, 2021 meeting of the board. Boeve moved, Tait Second. Motion passed unanimously.

3. **Maner Costerisan Engagement Letter:** Motion to approve audit expense as presented. Kirchen moved, Boeve second. Motion passed unanimously.

4. **Baker & Taylor/Ingram AutoPay Approval.** Motion to approve auto-payments to the vendors listed. Boeve moved, Perpich second. Motion approved unanimously.

I. Board Member Comments- none

J. Adjournment: The meeting adjourned at 5:44 pm having completed the agenda.

Next Regular Meeting: October 13, 2022 5:00 PM at the DDL Annex 2

Respectfully submitted by Lysne Tait