



The Lapeer District Library will be the community's destination for resources, education, technology and connection.

**Lapeer District Library**

**Regular Meeting of December 17, 2020**

**Via Google Meet: [Meet.google.com/hpe-uzjz-tfy](https://meet.google.com/hpe-uzjz-tfy)  
Minutes**

**20R.12.01 Call to Order:** Mrs. Watz, board chair, called the meeting to order at 5:32 pm.

New rule in the Open Meetings Act requires board members to identify where they are located during the meeting. Mr. Phillips, Deerfield Township; Mrs. Babb, LDL's Administration Office; Mrs. Rykhus, Lapeer Township; Mr. Valle, Metamora Township; Mrs. Watz, Mayfield Township; Mrs. Wilson, City of Lapeer.

**20R.12.02 Roll Call:**

Jacquie Wilson	City of Lapeer	12/31/2022	Present
Charlotte Babb	County (Burnside Township)	12/31/2020	Present
Amanda Sandusky	County (Oregon Township)	12/31/2023	Excused
Gary Phillips	County (Deerfield Township)	12/31/2023	Present
Karen Rykhus	Lapeer Township	12/31/2020	Present
Perry Valle	County (Metamora Township)	12/31/2021	Present
Jan Watz	Mayfield Township	12/31/2021	Present

**Quorum is 4. There are   6   Board members present.**

Also present are Also present are Amy Churchill, Lapeer District Library (LDL) Director; Yvonne Brown LDL Assistant Director for Technical Services; Dyle Henning, County Commissioner; and Patricia Presby, recorder.

**20R.12.03 Public Comments:** None. There were no requests for access to the virtual public meeting.

**20R.12.04 Additions/Deletions/Approval of agenda:** Mrs. Wilson moved to add under Unfinished Business "1. Budget Adjustment." Seconded by Mr. Phillips. Motion carried.

**20R.12.05 Consent Agenda:** Mrs. Rykhus moved to have the November 2020 minutes removed from the consent agenda. Mrs. Rykhus moved to accept the consent agenda. Seconded by Mr. Valle. Motion carried.

**Minutes:**

**20R.12.06** Mrs. Rykhous moved to correct two items in the minutes of the November 19, 2020 board meeting. The first bullet point of 20R.11.08 should read "With the announcement that the LDL board member, Charlotte Babb, is retiring, the board is hoping for an applicant from Burlington or Burnside Townships." Under Unfinished Business of the minutes 20R.11.09 add "Motion carried." Seconded by Mrs. Wilson. Motion carried.

**Board Reports:**

**20R.12.07** Treasurer: Mrs. Babb moved to pay checks #13696-13734 from General Checking for the amount of \$66,943.62; bill pay #GC2621-2649 for General Checking—Online Bill Pay for the amount of \$6118.25; and bill pay #PC1652-1666 for Payroll Checking—Online Bill Pay for the amount of \$113,472.19. for a grand total of \$186,534.06. Seconded by Mr. Valle. Motion carried.

**Committee Reports:**

**20R.12.08 Finance:** None

**Lapeer County Report:**

**20R.12.09 Mr. Henning reported on the following:**

- Amanda Klug of Marathon Township has been named by the county commissioners to fill the place of LDL's retiring board member, Mrs. Babb.
- The county court house is open, but entrance is by appointment only.
- Ten out of 11 union negotiations have been completed with contracts ratified. Employees will receive a 2% raise for 2021.
- The state is requiring a designated assessor if a township's assessments are in error and have not been corrected. A designated assessor would expedite the matter of correction.
- Appointments of staff for committees and boards are being made.
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**Unfinished Business:**

**20R.12.10** A budget adjustment has to be made to reflect the totaling of LDL's truck this summer. The insurance check will be put into the revenue side of the budget and money moved into facilities and equipment line from the library services. This does not require board approval.

**New Business:**

**20R.12.11 2021 Family Literacy Contract:** While FLC wants to move back to in person programing, in the meantime it will continue to offer on line programs. New offerings will include reading chapter books and promotional commercials called "Check it Out!" On line play groups continue. The contract and costs with FLC are the same as 2020. Mrs. Babb moved to approve of the contract as presented. Seconded by Mr. Phillips. Motion

carried.

**20R.12.12 Discussion on 2021 Board Committee Assignments (Personnel, Finance, Bookmobile):** At the January board meeting assignment for those committees are finalized. The former advocacy committee has morphed into the “Bookmobile” committee which will also focus on the millage renewal.

**20R.12.13 Update on Board candidates:** A decision still needs to be made by the Lapeer Township board for the remaining position on the LDL board.

**20R.12.14 LDL Remote Work Policy:** However required by OSHA, LDL has only one staffer that can work remotely. Mrs. Rykhus moved to approve the policy as presented. Seconded by Mr. Phillips. Motion carried.

**20R.12.15 LDL Covid/PTO Policy:** It is required by the CARES Act to give 10 Federal leave days if someone fails a Covid test. This mandate expires on December 31, 2020. This policy does not require board approval.

#### **Staff Reports**

**20R.12.16** Assistant Director for Technical Services: A written report was submitted.

**20R.12.17** Director’s Report: A written report was submitted. The next two week extension of curbside hours ends on January 11, 2021.

#### **Communications:**

**20R.12.18** Lapeer Area Chamber of Commerce Business Connections (via e-mail)

#### **Board Comments or Request for Information:**

**20R.12.19** The December Library of Michigan newsletter to trustees, which has much information and available webinars, will be e-mailed to board members by the director.

**20R.12.20 MMLC Report:** The next meeting is on January 14, 2021 at 4:30. Contact Mr. Valle if you want to attend this virtual meeting.

**20R.12.21 Public Comments:** Mrs. Watz presented gifts of appreciation to Mrs. Babb and Mrs. Rykhus, retiring LDL board members, thanking them for years of dedicated service.

**20R.12.22 Adjournment:** There being no further business, the meeting adjourned at 6:43pm.

**Regular Meeting: Marguerite deAngeli Library**  
**January 21, 2020**  
**Finance Committee 5:00 p.m.**  
**Full Board 5:30 p.m.**

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Pat Presby – Recorder

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Karen Rykhus – Secretary

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Jan Watz – Chair