



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

**Lapeer District Library  
Regular Meeting of October 21, 2021  
Marguerite deAngeli Library  
Minutes**

- 21R.10.01 Call to Order:** G. Phillips, board chair, called the meeting to order at 5:30.  
**21R.10.02 Roll Call:**

Jacquie Wilson	City of Lapeer	12/31/2022	Present
Amanda Klug	County (Marathon Township)	12/31/2024	Present
Amanda Sandusky	County (Oregon Township)	12/31/2023	Present
Gary Phillips	County (Deerfield Township)	12/31/2023	Present
Kelly Nolan	Lapeer Township	12/31/2024	Excused
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 Amy Churchill, Lapeer District Library (LDL) Director, Yvonne Brown, Assistant Director of Technical Services, And Patricia Presby, recorder. Also present is Cherisse Laidler, secretary of Friends of the Library.

- 21R.10.03 Public Comments:** C. Laidler gave the board a brief update on the continuing work of the Friends of the Library: working on baskets for sale on Nov. 6th.
- 21R.10.04 Additions/Deletions/Approval of agenda:** G. Philips suggested adding a discussion of director evaluation under New Business. J. Watz moved to accept the agenda as presented with the suggested addition. Seconded by A. Sandusky. Motion carried.
- 21R.10.05 Consent Agenda:** P. Valle moved to accept the consent agenda as presented. Seconded by A. Klug. Motion carried.

**Board Reports:**

- 21R.10.06 Treasurer:** P. Valle, board treasurer, moved to pay checks #14108-14145 from General Checking for \$23,775.28; bill pay #GC2964-2999 for \$9,558.79 for General Checking—Online Bill Pay for \$9,558.79; and bill pay #PC1768-1779 Payroll Checking Online Bill Pay for \$97,865.62 for a grand total of \$131,199.69. Seconded by J.Watz. Motion carried.

**Committee Reports:**

- 21R.10.07 Finance:** The committee discussed the coming millage. Further discussion with the full board is under New Business.
- 21R.10.08 Personnel:** The new employee evaluation has been seen by all department heads. Reviews are planned in December. Discussed millage and director evaluation.
- 21R.10.09 Advocacy:** No update. Meets in November.

**Lapeer County Report:**

- 21R.10.10** No report.

**Unfinished Business:**

- 21R.10.11** None.

**New Business:**

- 21R.10.12 Department Head Reports/Strategic Plan:** Each department head submitted a written report. As another layer of the Strategic Plan, the marketing committee is working on further community engagement. It includes school/public library partnerships to encourage sometimes neglected bibliographic skills as well as using research tools built into a book. LDL continues to collect testimonials for the library; one month's collection has been very encouraging. By advertising Mango on the outdoor sign, usage has increased. Department heads are developing a short list for pop-up library locations, and the marketing committee is exploring particulars of physical and material needs for them.
- 21R.10.13 Term Reviews/ Expiring Renewals:** 2. Term Reviews/ Expiring Renewals: Board member term renewals are indicated for Lapeer County and Mayfield Township. The Lapeer County board member, P. Valle, expressed his interest in another term. Recruiting is ongoing for Mayfield Township. Terms end on December 31, 2021.
- 21R.10.14 Goal Setting for Director:** Board chair has distributed director evaluation forms used for the last evaluation. MMLC director evaluation can be used to give further insight as to how an evaluation, as well as goal setting, can be used as a tool for the subsequent evaluations. Board members can develop a new form, including a numerical scoring a format, to be finalized at their November meeting. Reviews are done individually and the results collated. Employee evaluations rating and comments as well as goal sheet are going to be done at the same time.
- 21R.10.15 Preliminary Millage Discussion:** Preliminary Millage Discussion: Discussion revolved around the when, where, why, and how for the coming renewal millage. Currently there is no concrete plan for additional funds needed. More programs and more staff would need more space which LDL does not have. Collectively the board will decide on a strategy for scope of millage and the best time to campaign for it. A history of millage requests by townships can help the board mull over all information and form a trajectory going forward at a Special Meeting in January. No firm date was

set. Prior to the meeting, the board will receive a survey for their ideas with questions and considerations about the millage. This will be a starting point for what is known and what is the plan.

**Staff Reports**

**21R.10.16 Assistant Director for Technical Services:** A written report was submitted.

**21R.10.16 Director's Report:** A written report was submitted. (2022 budget will be submitted next month.)

**Communications:**

**21R.10.17** LCCF donation letter.

**Board Comments or Request for Information:**

**21R.10.18** (Millage township information was requested in the Preliminary Millage Discussion.) LDL complied with North Branch Township Library's request for delinquent monies which totaled less than \$5.00.

**21R.10.19 MMLC Report:** Email of Director's report has been sent. State aid has increased by 2 million over all. However, individual increases are based on population. Lapeer County's increase is 20 people.

**21R.10.20 Public Comments: None.**

**21R.10.21 Adjournment:** J. Watz moved to adjourn. Seconded by A. Klug. Motion carried. Meeting adjourned at 6:45.

**Regular Meeting: Metamora Branch Library  
November 18, 2021  
Finance Committee 4:30 p.m.  
Full Board 5:30 p.m.**

---

Pat Presby – Recorder

---

Jacquie Wilson – Secretary

---

Gary Phillips – Chair