



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

Lapeer District Library
Regular Meeting of February 18 , 2021
Via meet.google.com/gkl-ownr-ybh
Minutes

21R.2.01 **Call to Order:** Meeting was called to order by chair, G. Phillips at 5:35pm.
21R.2.02 **Roll Call:**

Jacquie Wilson	City of Lapeer	12/31/2022	Absent
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	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 Amy Churchill, Lapeer District Library (LDL) director, Yvonne Brown, LDL Assistant Director for Technical Services, and Patricia Presby, recorder.

21R.2.03 **Public Comments:** None.

21R.2.04 **Additions/Deletions/Approval of agenda:** J. Watz moved to accept the agenda as presented. Seconded by A. Klug. Board members opted to give their vote as well as their specific location for the meeting as required by the Open Meetings Act.

Roll Call Vote: A. Klug, yes, Marathon Township; G. Phillips, yes, Deerfield Township; K. Nolan, yes, Lapeer Township; A. Sandusky, yes, Oregon Township; P. Valle, yes, Administration building in City of Lapeer (representing Metamora Township); J. Watz, yes, Mayfield Township. Motion carried.

21R.2.05 **Consent Agenda:** A. Sandusky moved to approve the consent agenda as presented. Seconded by K. Nolan.

Roll Call Vote: A. Klug, yes; G. Phillips, yes; K. Nolan, yes; A. Sandusky, yes; P. Valle, yes; J. Watz, yes. Motion carried.

Board Reports:

21R.2.06 P. Valle indicated a small error in the recording of check #13806 in General Checking of \$.09 which will throw off the given amount in that category as well as for the grand total. He moved to pay checks #13779-13806 from General Checking for the corrected amount of \$40,804.02; bill pay #GC2679-2709 for General Checking—Online Bill Pay for the amount of \$56,561.77; and bill pay #PC1678-1688 for Payroll Checking—Online Bill Pay for the amount of \$69,572.65 for a grand total of \$126,134.51. Seconded by J. Watz.

Roll Call Vote: A. Klug, yes; G. Phillips, yes; K. Nolan, yes; A. Sandusky, yes; P. Valle, yes; J. Watz, yes. Motion carried.

Committee Reports:

21R.2.07 **Finance** - On the monthly finance report there was an error of \$1.00 which does not impact percentage totals and will be corrected on the next report. A request was made to have an additional column indicating what the payment was for. There will be a MERS presentation of recent and new information at the next board meeting. The IRS has indicated that business mileage is now \$.56.

21R.2.08 **Personnel** - Individual personnel issues will be dealt with as they come up. Other issues that the committee will discuss are policy changes, retirements and implications for staffing, shifts, remote work, and individual employee agreements. The committee also considered the pension liability shortfall. Future topics will include wage increases, evaluation tools, P.T.O. and having a head staff person for deAngeli.

21R.2.09 **Advocacy** - This committee is discussing various types of outreach, including acquiring a bookmobile. The goal is to increase users as well as change more users into supporters. Each committee member has been given “homework” to that end. A. Churchill will get information from Bay County Libraries that currently have bookmobiles.

Lapeer County Report:

21R.2.10 None.

Unfinished Business:

21R.2.11 **Credit Card Approvals** - J. Watz moved to authorize uses and limits of LDL’s credit cards as presented at last month’s board meeting. Seconded by K. Nolan.

Roll call vote: A. Klug, yes; G. Phillips, yes; K. Nolan, yes; A. Sandusky, yes; P. Valle, yes; J. Watz, yes. Motion carried.

21R.2.12 Annual By Law Review/Adoption - There were no further questions or suggestions. (There was the addition of two committees to add to the By Laws: advocacy and personnel.) K. Nolan moved to adopt the bylaws as presented. Seconded by P. Valle.

Roll call vote: A. Klug, yes; G. Phillips, yes; K. Nolan, yes; A. Sandusky, yes; P. Valle, yes; J. Watz, yes. Motion carried.

New Business:

21R.2.13 Strategic Plan Review - The Strategic Plan adopted by the board for 2020-2023 divided into three areas: raising awareness, expanding minds, and creating sustainability. To those ends, LDL's director gave a brief survey of achievements in those areas in the required quarterly review. Despite the restrictions forced by the covid pandemic, LDL has implemented new services and programs--mobile app, homebound book service, e-book acquisition extension, virtual story hours, etc. The full spectrum of LDL's patrons have been considered as more moneys have been put into downloadable resources with the transition to on line reading, as well as large print books for seniors. The old and the new is addressed with the purchase of Chrome books for check out as well as a grant for the deAngeli archive preservation. The new home page for the library does justice to the full array of LDL's roll as a vital part of the community as it contains a wealth of information for all.

Staff Reports

21R.2.14 Assistant Director for Technical Services: A written report was submitted. Notable is a reminder of the service to patrons that by using LDL's Princh service a patron can print and pay from home and use the curbside service to pick up the submission.

21R.2.15 Director's Report: A written report was submitted. In it more achievements fulfilling the strategic plan were indicated.

Communications:

21R.2.16 Lapeer Area Chamber of Commerce Business Connections (via e-mail)

21R.2.17 Lapeer County Community Foundation Giving Tuesday letter for LDL

21R.2.18 Lapeer County Community Foundation Giving Tuesday letter for deAngeli

21R.2.19 February Trustee Times (via email)

21R.2.20 2021 Michigan Trustee Manual

Board Comments or Request for Information:

21R.2.21 A compliment was made to the staff for their creativity in crafts within their limited resources as well as their thoroughness in reporting.

- 21R.2.22** **MMLC Report:** The annual dinner meeting will be virtual.
- 21R.2.23** **Public Comments:** None.
- 21R.2.24** **Adjournment:** A. Klug moved to adjourn. Seconded by K. Nolan. Meeting adjourned at 6:23pm.

Regular Meeting: Marguerite deAngeli Library
March 18, 2021
Finance Committee 5:00 p.m.
Full Board 5:30 p.m.

Pat Presby – Recorder

Jacquie Wilson – Secretary

Gary Phillips – Chair