



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

**Lapeer District Library
Regular Meeting of April 15, 2021
Marguerite deAngeli Library
Minutes**

21R.4.01 Call to Order: Meeting called to order by Jacquie Wilson, Board Secretary, at 5:30 pm.

21R.4.02 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	Excused
Gary Phillips	County (Deerfield Township)	12/31/2023	Excused
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 5 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.4.03 Public Comments: None.

21R.4.04 Additions/Deletions/Approval of agenda: J. Watz moved to accept the agenda as presented. Seconded by K. Nolan. Motion carried.

21R.4.05 Consent Agenda: J. Watz moved to accept the consent agenda as presented. Seconded by K. Nolan. Motion carried.

Board Reports:

21R.4.06 Treasurer— P. Valle, board treasurer, moved to pay checks #13856-13900 from General Checking for the amount of \$24,915.50; bill pay #GC2741-2764 for General Checking—Online Bill Pay for \$6,332.96; and bill pay #PC1700-1710 Payroll Checking—Online Bill Pay for the amount of \$75,539.89 for a grand total of \$106,788.35. Seconded by J. Watz. Motion carried.

Committee Reports:

21R.4.07 Finance— Chairman of the committee emailed 4/13/21 committee meeting notes to board members. Several investment bonds are maturing in April and May and will be re-invested. LDL's Financial Manager is

preparing for the annual audit; she is taking a class to familiarize herself with recent IRS auditing requirements. Although the contract between North Branch Township Library and LDL in terms of millage payments has expired, penal fines and state aid monies are still being sent to them. (The director reviewed the nature of the contract for the benefit of new board members.)

21R.4.08 Personnel— The committee approved a finalized staff evaluation tool that will now include a scoring component as well as a section for the staff member to fill out.

21R.4.09 Advocacy— Did not meet this month.

Lapeer County Report:

21R.4.10 No report.

Unfinished Business:

21R.4.11 None.

New Business:

21R.4.12 Resolution to establish surplus savings account with Michigan Employee Retirement System (MERS)— P. Valle moved to declare the MERS surplus savings account resolution. Seconded by K. Nolan. Motion carried. The next step to carry out the resolution is to determine how money would be put into the savings account. Would it be reflected in the budget or be as a line item? LDL will seek direction from the auditor on this issue.

21R.4.13 Resolution to add Jacquie Wilson as a signer on the Choice One general checking account and remove Charlotte Babb— This resolution is necessitated by C. Babb not renewing her board term. J. Watz moved to declare this resolution to add Jacquie Wilson as signer on the Choice One account and to remove Charlotte Babb. Seconded by P. Valle. Motion carried.

Staff Reports

21R.4.14 Assistant Director for Technical Services— A written report was submitted with further explanation of the benefits Niche Academy to LDL.

21R.4.15 Director's Report— A written report was submitted. In addition, the director explained how the resignation of the Metamora branch manager did not trigger a replacement hire because current qualified staff that were working minimal hours could fill the position.

21R.4.16 Department Head Reports— Department heads of Fiction, Reference, and Children's submitted reports.

Communications:

21R.4.17 Signatures needed for Choice One account— This item has been addressed by the board's resolution under New Business.

- 21R.4.18 2LDL Homebound Services Brochure—** A sample of the brochure was given for the board's perusal. The brochures will be distributed at Senior Day Expo.

Board Comments or Request for Information:

- 21R.4.19** LDL's other brochures are being updated.
- 21R.4.20** Friend's of the Library Donation Day (used books) had a picture in the paper, promoting the resumption of the Friend's once again accepting book donations the second and fourth Saturdays of the month. Donations are placed in a trailer in the deAngeli parking lot.
- 21R.4.21 MMLC Report:** Trustees are reminded that they can attend the virtual annual meeting on May 13, 2021.
- 21R.4.22 Public Comments:** None.
- 21R.4.23 Adjournment:** P. Valle moved to adjourn. Seconded by A. Klug. Motion carried. Meeting adjourned at 6:22 pm.

**Regular Meeting: Marguerite deAngeli Library
May 20, 2021
Finance Committee 5:00 p.m.
Full Board 5:30 p.m.**

Pat Presby – Recorder

Jacquie Wilson – Secretary

Gary Phillips – Chair