



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

**Lapeer District Library  
Regular Meeting of November 21, 2019  
Marguerite deAngeli Library  
Minutes**

**19R.11.01 Call to Order:** Mr. Valle, vice-chairman, called the meeting to order at 5:32 p.m.

**19R.11.02 Roll Call:**

Jacquie Wilson	City of Lapeer	12/31/2022	Present
Charlotte Babb	County (Burnside Township)	12/31/2020	Excused
Kim Hill	County (Hadley Township)	12/31/2019	Excused
Gary Phillips	County (Deerfield Township)	12/31/2019	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	Excused

**Quorum is 4. There are \_\_4\_\_ Board members present.**

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

**19R.11.03 Public Comments:** None

**19R.11.04 Additions/Deletions/Approval of agenda:** Notification given of moving (under Unfinished Business) Strategic Plan to beginning of meeting. Mr. Phillips moved to accept the agenda as presented. Seconded by Mrs. Rykhus. Motion carried.

**19R.11.05 Consent Agenda:** Mr. Phillips moved to accept the consent agenda as presented. Seconded by Mrs. Wilson. Motion carried.

**Board Reports:**

**19R.11.06 Treasurer:** (Mr. Valle gave the treasurer's report in Mrs. Babb's absence.) Mr. Valle moved to pay checks #13120-13166 from General Checking for the amount of \$42,935.53; bill pay #GC2209-2240 for General Checking—Online Bill Pay for the amount of \$6,383.06; and bill pay # PC1484-1495 from Payroll Checking—Online Bill Pay for the amount of \$124,673.52 for a grand total of \$173,992.11. Seconded by Mrs. Rykhus. Motion carried.

**19R.11.07 Committee Reports:** None

**19R.11.08 Finance:** No report

**Lapeer County Report:**

**19R.11.09 Mr. Henning gave the following report:**

- Board members are reminded to submit an application for board re-appointment, if appropriate.
- The county budget was approved.
- Still in negotiations with Community Mental Health regarding CMH going out on its own
- There is a grant from the State Health Department (\$50,000) to increase immunization rates.
- All contract deputies were approved.
- Household hazardous waste collection was successful; matching funds came from the townships.
- The 4-H Auction will be held on April 17-18 2020.

**Unfinished Business:**

**19R.11.10 Strategic Plan for 2020-2023:** Amanda Standerfer of FastForward Libraries met with the Board via phone conference. The purpose of the meeting was to walk through the presented draft copy of the strategic plan. She gave a brief overview of the work done and verified the changes made in the vision and mission statements. The plan is divided into three strategic directions: Raising Awareness, Expanding Minds, and Creating Sustainability. Each had goals, possible activities, and measures of success. The role of the Board as well as Staff was discussed in each category with varying participation of each group as warranted by the goal. It was agreed that whereas the second direction—Expanding Minds—would involve the Staff in their programming choices, etc., the third direction—Creating Sustainability—would necessitate more Board involvement. The Board did, by common consent, re-prioritize the measures of success for achieving goals under Creating Sustainability. They are now: 1) increase millage, 2.) increased or re-designed spaces, and 3.) successful bond referendum.

**19R.11.11 Public comment policy:** Initially presented to the Board in June, the final copy was discussed. It was thought that the Board members are not required to respond to speaker's comments made during the Public Comment time as per Open Meetings Act. Director will check on this. Mrs. Rykhus moved to accept the Public Comment Policy as is unless change is indicated because of information found in the Open Meetings Act. Seconded by Mrs. Wilson. Motion carried.

**19R.11.12 Final Budget:** Mr. Phillips moved to approve the 2020 budget as presented. Seconded by Mrs. Wilson. Motion carried.

**New Business:**

**19R.11.13** Holiday Schedule: Mrs. Rykhus moved to accept the schedule as presented. Seconded by Mrs. Wilson. Motion carried.

**19R.11.14** 2020 board meeting schedule: Mrs. Rykhus moved to accept the board meeting schedule as presented. Seconded by Mr. Phillips. Motion carried.

**19R.11.15** Meeting room policy: Director's notes on meeting room policy as well as a template of meeting room policy by LDL's lawyer was presented to the board for their perusal. More discussion will take place at December's meeting with voting on the final draft of the policy in January.

**Staff Reports**

**19R.11.16** Assistant Director for Technical Services: a written report was submitted.

**19R.11.17** Director's Report: a written report was submitted which included an initial investigation of a bookmobile.

**Communications:**

**19R.11.18** Lapeer Area Chamber of Commerce Business Connections (via e-mail)

**19R.11.19** Lapeer County Community Foundation #Giving Tuesday

**Board Comments or Request for Information:**

**19R.11.20** Discussion on the operating millage of 2020 took place.

**19R.11.21** Importance of a bookmobile to service outlying areas and an important aspect of library outreach was noted. The acquisition of a bookmobile could function as the first step in progression of the Strategic Plan.

**19R.11.22** Participation in #Giving Tuesday sponsored by the Lapeer County Community Foundation is encouraged.

**19R.11.23 MMLC Report:** Final book audits have been completed and sent to the auditors. Funds from State of Michigan remain the same.

**19R.11.24 Public Comments:** None

**19R.11.25 Adjournment:** Mrs. Rykhus moved to adjourn. Seconded by Mr. Phillips. Motion carried. Meeting adjourned at 7:35 p.m.

**Regular Meeting: Marguerite deAngeli Library**  
**December 19, 2019**  
**Finance Committee 5:00 p.m.**  
**Full Board 5:30 p.m.**