

DEWITT DISTRICT LIBRARY (DDL)
13101 Schavey Road, DeWitt, Michigan 48820
October 8, 2020 Board Meeting Minutes

A. Call to Order: The meeting was called to order by Vice Pres. Perpich at 5:03 pm.

Members Present: Brian Byars (late arrival), Lysne Tait, Bill Fullmer , Matt Boeve, Paul Perpich, Wayne Summers, Tony Spagnuolo.

Also Present: Director, Jennifer Balcom, .

Members Absent : None

B. Approval of Agenda: Taite moved to approve the agenda as presented, Spagnuolo second. Motion passed unanimous.

C. Consent Agenda

1. Approval of September Minutes:
2. Treasurer Report through September, 2020.
3. Correspondence.

Summers moved to approve the consent agenda. Boeve second. Motion approved unanimous.

D. Public Comment: None.

E. Reports:

1. Directors Report - The Director highlighted some of the training events staff attended which will have substantial impacts for our upcoming operations. This included mask issues and effective ways to address issues with patrons. Staff have created a range of programs for kids and DPS teachers and implemented all. And more good news in that our state aid payment for this year shows a small but welcome increase.

2. Friends of the Library - The FOL will be meeting the following week.

3. Coop. Summers reported the Woodlands Coop Board met and approved a budget for the new year with some increase in revenues.

F. Pending Business:

1. No pending business this time.

G. New Business:

1. Re-opening Update - In June, 2020, the Board approved a 5 step plan for phased re-opening. This plan is being reviewed as the Director is prepared to move to stage 5, opening to public, with restrictions. The Director described the readiness, and what restrictions would be in place. It became clear in the review that a reference to "executive order" in Stage 4.C,1. was no longer pertinent and should be removed. Summers moved and Boeve second, to remove Stage 4.C.1 from this policy, immediately. Motion approved unanimous.

2. Partnership with DeWitt Public Schools - Library staff have been developing materials for young people on occasion for a few years. Some of that has been shared with teachers at DeWitt schools. After hearing from some teachers recently staff did a survey of teachers to determine if there were needs. There were some requests for help and DDL staff developed programs that would address those needs. Seemed to fill a key set of needs.

3. New Services

A. Mobile App - The Library now has a mobile app which gives easy access to library features, including library news, catalog access, patron account information and bar code reading of library cards. WOW !!

B. New Catalog Demonstration. The Director did a demonstration of the improved card catalog system showing many new features. Definitely many advantages and easier to search.

H. Public Comment - No comment.

I. Adjournment: The meeting adjourned at 5:41PM, having completed the agenda.

_Next Regular Meetings: November 12, 2020, 5;00PM, DDL Annex
December 10, 2020, 5;00PM, DDL Annex

Respectfully submitted by Bill Fullmer, Secretary