

DEWITT DISTRICT LIBRARY (DDL)
13101 Schavey Road, DeWitt, Michigan 48820
November 12, 2020 Board Meeting Minutes

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

Members Present: Brian Byars , Lysne Tait, Bill Fullmer , Matt Boeve, Paul Perpich, Wayne Summers, Tony Spagnuolo (5:42).

Also Present: Director, Jennifer Balcom, Melissa DeMong-Shafer, FOL
Members Absent : None

B. Approval of Agenda: Perpich moved to approve the agenda with adding Pandemic update to new business.

Fullmer second. Motion passed unanimous.

C. Consent Agenda

1. Approval of September Minutes:
2. Treasurer Report .
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. The painted table fund raiser is underway and ends Nov 23. GET YOUR BIDS IN NOW.

3. Coop. Summers reported the Woodlands board will meet next month.

F. Pending Business:

1. No pending business this time.

G. New Business:

1. New vendor recurring payment - The Director recommended adding 2 Veterans mowing service to the recurring payment list. Boeve moved and Summers second to make this happen. Motion approved unanimous.

2. DDL Accounting update - The Director included this item as a dicussion item. The automated payment process involving the DDL and Mathew Accounting is not perfect and on occasion leads to vendors not getting payed in a timely way. Discussions have occurred between the Director and Accounting company with some improvement, but some modifications may become necessary. No board action is needed at this time, and the Director will continue discussion with the company.

3. Pandemic impact - This too is a discussion item. The significant rise in Covid cases in the county and state has raised concerns with current practice of patrons entering the library for browsing purposes and maybe even curb-side deliveries. There have not been exposures related to our current practices that we're aware of but the director is sensitive to the increasing risk evident throughout the county and surrounding areas. DDL policy gives the Director authority to adjust practices to keep staff and patrons safe. She will keep the Board informed of growing concerns and necessary adjustments.

H. Public Comment - No comment.

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

Next Regular Meetings: December 10, 2020, 5:00PM, DDL Annex
January 14, 2021, 5:00pm, DDL Annex

Respectfully submitted by Bill Fullmer, Secretary