

DEWITT DISTRICT LIBRARY (DDL)

13101 Schavey Road, DeWitt, Michigan 48820

April 9, 2020 Meeting Minutes

- A. The meeting was called to order by President Byars at 5:45 pm via Zoom. Byars appointed Summers as acting secretary Fulmer was joining by audio only phone instead of Zoom.

Members Present: Brian Byars, Matt Boeve, Wayne Summers, Tony Spagnuolo, and Lysne Tait, Bill Fulmer (via phone), (Paul Perpich – no audio so could not participate)

Also Present: Director Jennifer Balcom, Mindy Schafer

Members Absent: None (see above note about Paul Perpich)

Members of the Public Present: Melissa Demong Schafer

- B. Approval of Agenda: Motion to approve as submitted by Boeve with a second by Tait. Roll call: Boeve -Yes, Tait -Yes, Spagnuolo -Yes, Byars – Yes, Fulmer – Yes, Summers-Yes

- C. Consent Agenda:

1. Approval of March 12, 2020 minutes.
2. Treasurer's report and approval of vouchers.
3. Correspondence

- D. Motion to approve by Spagnuolo with a second by Tait. Roll call: Boeve -Yes, Tait -Yes, Spagnuolo -Yes, Byars – Yes, Fulmer – Yes, Summers-Yes

- E. Public Comment – None

- F. Reports

1. Director Balcom reported the library was closed for the first half of March. Digital checkouts were up significantly during the second half of the month.
2. Friends of the Library – Melissa Schafer reported the Friends table fund-raiser has been tabled and will be rescheduled at a later time.
3. Woodlands Coop – Summers reported the Woodlands Coop meeting was canceled due to Covid-19. The next scheduled meeting is in May.

- G. Pending Business –

1. Patron suggestions – None

- H. New Business

1. Beanstalk Proposal - Director Balcom presented a proposal to use the Beanstalk app for the summer reading program (3 year contract). Motion to approve by Tait with a second by Summers. Roll call: Boeve -Yes, Tait -Yes, Spagnuolo -Yes, Byars – Yes, Fulmer – Yes, Summers-Yes

2. Library Operations During Closure – Director Balcom highlighted several initiatives that have been undertaken to provide library services including: expanding the number of monthly Hoopla checkouts from 3 to 10, digital library cards to all DeWitt students, and doing some virtual storytimes. She and the staff are working on a virtual summer reading program, investigating distance learning options with the DeWitt schools, and planning for how to operate once the library can once again begin circulating materials.
 3. Draft Budget for 2020-2021 – Director Balcom presented and explained her draft budget. The budget expects income to decrease due to Covid-19 closures and the elimination of book fines. The budget will be approved at the May meeting.
- I. Board Member Comments – Summers commented on the passing of former board member Ken Coin. Ken collected and organized our local history collection. Fulmer congratulated Director Balcom and her staff for excellence during these difficult times.
- J. Public Comment – None
- K. Adjournment – Motion by Byars to adjourn at 5:43

Next Meeting: Thursday, May 14, 2020, at 5pm in the Woodruff Annex or Zoom.

Submitted by Wayne Summers, acting secretary