

DEWITT DISTRICT LIBRARY (DDL)
13101 Schavey Road, DeWitt, Michigan 48820

August 13, 2020 Board Meeting Minutes

A. Call to Order: The meeting was called to order by President Byars at 5:01 pm. The meeting was held using the ZOOM video meeting platform.

Members Present: Brian Byars, Bill Fullmer , Wayne Summers, Matt Boeve, Lysne Tait, Paul Perpich, and Tony Spagnuolo.

Members Absent: none

Also Present: Jennifer Balcom, Director, and Melissa Demong Shafer, FOL Pres.

B. Approval of Agenda: Boeve moved to approve the agenda as submitted and Tait second. Motion passed unanimous.

C. Consent Agenda: Boeve moved to approve the consent agenda, there being no clarifications requested. Fullmer second. Motion approved unanimous.

1. July Treasurer's Report
2. July board minutes.
3. Correspondence.

D. Public Comment: No comments.

E. Reports:

1. Directors Report - In addition to checking out books and other items to patrons as part of the curbside delivery operation, staff were busy as usual creating and delivering virtual activities for adults and youth. Included Art and Steam AT HOME on alternating weeks, read along storytime with Jozefa, videos are posted on the Libraries You Tube channel and Facebook. A successful program offering was a live Hamilton Trivia done thru Kahoot and Zoom. Utilization of services was up again and patrons seem to be adjusting to the current practices.

2. Friends of the Library - Melissa indicated the Friends of the Library might have to postpone the fund raising table project because of COVID.

3. Woodlands Library Coop Report - Summers indicated there was a zoom meeting scheduled but no business could occur because the president was stuck in Canada.

F. Pending Business:

1. . No patron suggestions over the past month. -

G. New Business :

1. Curbside Service Update - The Director indicated the service is now operating quite well and patrons are using it more and more. She then moved to focus on next steps. Giving

patrons limited access to the library is desired, but details are not easy. Appointments are being considered, but what access can they have to materials without requiring significant sanitizing. The Director also noted they are currently operating with four vacancies which doesn't help. All this will be developed further as access for patrons is desired, but must be done in safe and cost-effective ways.

2. Woodlands Cooperative Library Membership Contract - Woodland contract was summarized for the Board. Summers moved and Tait second to authorize the Director to sign the agreement. This service gives our patrons great access to e-books and other services. Motion approved unanimous.

3. JNL Contract for Annex Space - we have a new contract from JNL concerning our annex space. Jennifer was able to get them to agree to giving us first crack at openings that occur in that complex. Perpich moved and Tait second to authorize the Director to sign the lease. Motion approved unanimous.

H. Public Comments:

Paul Perpich noted that 4 acres of land is for sale adjacent to our DDL property on DeWitt Road. That parcel would extend our parcel back to the school property. Paul will seek details.

J. Adjournment: The meeting adjourned at 5:48PM having completed the agenda.

Next Regular Meetings: September 10, 2020, 5:00 PM at the DDL Annex.
October 8, 2020, 5:00 PM at the DDL Annex.

Respectfully submitted by Bill Fullmer, Secretary --