

DEWITT DISTRICT LIBRARY (DDL)

13101 Schavey Road, DeWitt, Michigan 48820

January 13, 2022 Proposed Meeting Minutes

A. The meeting was called to order by President Byars at 5:01 pm.

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

Also Present: Assistant Director Melinda Schafer

Staff Absent: Director Balcom

Members of the Public Present: None

B. Approval of Agenda: Motion to approve by Tait with a second by Boeve. Passed Unanimously.

C. Consent Agenda:

1. Approval of December 8, 2021 minutes
2. Correspondence - none
3. Treasurer's report

Motion to approve by Tait with a second by Boeve. Passed Unanimously.

D. Public Comment – None

E. Reports

1. Assistant Director Schafer reported library business is fabulous as usual.
2. Friends of the Library – No report
3. Woodlands Coop – No report.

F. Pending Business – None.

G. New Business

1. Employment Handbook Revisions – Assistant Director Schafer presented proposed changes to the Employment Handbook in the area of Floating Holidays, Staff Anniversaries/ Longevity PTO, and Marijuana as a legal but prohibited workplace drug. Library attorney Foster Swift Collins & Smith drafted the revisions. Motion to approve by Boeve with a second by Tait. Motion passed unanimously.
2. Book Bike – Assistant Director Schafer discussed how the Board authorize the purchase of a Library Book Bike in May 2021 and funds were included in the budget. However, funds for the projects are over the Director's maximum and were never formally voted upon. Motion to approve \$9500 for a DeWitt District Library Book Bike. Motion to approve by Boeve with a second by Tait. Motion passed unanimously.

H. Board Member Comments – None

I. Public Comment – none

J. Adjournment – Motion by Boeve to adjourn at 5:50 pm. Seconded by Tait.

Next Meeting: Thursday, February 13, 2022, at 5pm.

Submitted by Mindy Schafer, Acting Secretary