

DEWITT DISTRICT LIBRARY (DDL)

13101 Schavey Road, DeWitt, Michigan 48820

February 10, 2022 Meeting Minutes - Revised

- A. The meeting was called to order by President Byars at 5:01 pm. Byars appointed Summers as acting secretary in Fulmer's absence.

Members Present: Brian Byars, Matt Boeve, Wayne Summers, Lysne Tait, and Paul Perpich

Also Present: Director Jennifer Balcom

Members Absent: Tony Spagnuolo and Bill Fulmer,

Members of the Public Present: None

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

- C. Consent Agenda:

1. Approval of January 2022 minutes tabled to March.
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. Director Balcom reported the library has been presenting a StoryPlay program by family group. She also reported the state aid report has been completed.
2. Friends of the Library – No report
3. Woodlands Coop – No report.

- F. Pending Business

1. Annex Update – We are still awaiting a final occupancy permit for the new annex space which is expected to be approved shortly.

- G. New Business

1. Applied Imaging Print Environment- Boeve moved to approve the proposed contract for up to \$528.77/month. Second by Tait. Motion passed unanimously.
2. Strategic Plan Timeline – Director Balcom reviewed the timeline for the upcoming strategic planning process which will run from February until July.
3. Budget FY 2022-2023 preparations – Director Balcom stated we may want to consider changing our HSA contributions from annual to quarterly. She will bring a proposal to the March meeting for consideration. She also stated there are some storage issues with the proposed BookBike which need to be solved before moving forward.

H. Board Member Comments – Summers requested we revisit our mask policy at the March meeting to determine if we need to make any adjustments.

I. Public Comment – none

J. Adjournment – Motion by Byars to adjourn at 5:50

Next Meeting: Thursday, March 10, 2022, at 5pm.

Submitted by Wayne Summers, acting secretary