

## DEWITT DISTRICT LIBRARY (DDL)

13101 Schavey Road, DeWitt, Michigan 48820

April 13, 2023 Meeting Minutes

A. The meeting was called to order by President Byars at 5:02 pm.

Members Present: Wayne Summers, April Kirchen, Matt Boeve, Lysne Tait and Brian Byars

Also Present: Director Glenn Fischer and Assistant Director Marta Litos

Members Absent: Paul Perpich and Tony Spagnuolo

Members of the Public Present: None

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

C. Consent Agenda:

1. Approval of the March 9, 2023, minutes.
2. Correspondence
3. Treasurer's report

Motion to approve by Boeve with a second by Kirchen. Passed unanimously.

D. Public Comment – None

E. Reports

1. Director Fischer reported he made a presentation at RESA for juniors and seniors about workplace communication. He also highlighted two technology upgrades: a Network Attached Storage Device has been installed, and LibraryMarket.com has been engaged to replace the current calendar and room reservation system.
2. Friends of the Library – Melissa DeMong-Shafer sent a written report. She attended the Friends of Michigan Library Talk on March 17 and annual meeting on April 6<sup>th</sup>. The Friends next fund-raising event will be at Culver's on May 15<sup>th</sup> from 5-9 pm.
3. Woodlands Cooperative Report – None

F. Pending Business –

1. 2023-2024 Budget Draft 2<sup>nd</sup> reading – The Board reviewed the budget draft. While the health insurance rate has increased, the cost to the library will decrease due to changes in personnel resulting in fewer full family employees.

G. New Business

1. Fund Balance Transfers – Tait moved with a second by Boeve to transfer \$16,220 from fund balance to Professional and Contract Services to pay for the new director search. Motion passed unanimously. Motion by Boeve with a second by Tait to move \$40,000 from fund balance to the building fund. Motion passed unanimously.

2. Material Section Policy – Motion by Kirchen with a second by Tait to approve the proposed material selection policy change. Motion passed unanimously.
3. COVID Policy – Motion by Summers with a second by Kirchen to remove the COVID policy. Motion passed unanimously.

H. Board Member Comments – Kirchen sent a thank you to Brian Mortimore for his assistance with our library director search.

I. Public Comment –None

J. Adjournment of Regular Meeting – Motion by Byars to adjourn at 5:41

Submitted by Wayne Summers, Secretary