

## **DEWITT DISTRICT LIBRARY (DDL)**

13101 Schavey Road, DeWitt, Michigan 48820

November 14, 2024 Meeting Minutes

A. The meeting was called to order by Acting Chair Boeve at 5:01 pm.

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

Also Present: Director Glenn Fischer and Assistant Director Marta Litos

Members Absent: Tony Spagnuolo, Paul Perpich, and Brian Byars

Members of the Public Present: Melissa DeMong-Shafer and Aaron Stevens

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

C. Consent Agenda:

1. Approval of the October 10, 2024, minutes.
2. Correspondence
3. Treasurer's report for October & approval of vouchers

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

D. Public Comment – None

E. Reports

1. Audit Report – Aaron Stevens from Maner Costerisan reviewed the 2023-2024 audit report with the Board. The report showed a clean audit with no recommendations. Stevens also reviewed with the Board the advantages of setting up a Capital Projects account. The Board asked Fischer and Boeve to investigate and make a recommendation at the December meeting.
2. Director Fischer reported the staff professional development day on November 1, 2024, at the Gloria Coles Public Library in Flint was a rousing success. The staff enjoyed touring the Flint library and networking with their staff and debriefing after returning to DeWitt. Pumpkin Palooza found hundreds of costumed participants visit the library. Kirchen asked about waitlists and Fischer explained how staff is managing them.
3. Friends of the Library – DeMong-Shafer said the Friends had a very productive meeting with 3 new members and the filling of the vacant officer positions. They will be funding the winter reading program, wrapping books for Wrap and Read on December 5<sup>th</sup>, hosting the visit from Santa and Shaky String Band on December 9<sup>th</sup>, Puzzle Exchange on January 25<sup>th</sup>, annual meeting on May 22<sup>nd</sup>, Culver's Fund Raiser in June, and a used book sale in September.

F. Pending Business - None

G. New Business

1. Approval of Closing Dates for 2025 – Motion by Tait with a second by Kirchen to approve the proposed schedule. Motion passed unanimously.
2. Library Board of Trustees Meeting Dates – Motion by Kirchen with a second by Tait to postpone discussion and approval of this item until December. Motion passed unanimously.

H. Board Member Comments – Boeve commended the director and staff for once again having an exemplary audit.

I. Public Comment –None

J. Adjournment of Regular Meeting – Motion by Boeve to adjourn at 6:10

Next Meeting: December 12 at 5pm

Submitted by Wayne Summers, Secretary