

DEWITT DISTRICT LIBRARY (DDL)

13101 Schavey Road, DeWitt, Michigan 48820

May 8, 2025, Proposed Annual Meeting Minutes

- A. The meeting was called to order by Byars at 5:00 pm.

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

Also Present: Director Glenn Fischer and Assistant Director Deborah Blake

Members Absent: Paul Perpich

Members of the Public Present: Melissa DeMong-Schafer

- B. Approval of Agenda: Motion to approve agenda with flexibility by Heckathorn with a second by Boeve. Passed unanimously.

- C. Consent Agenda:

1. Approval of the April 10, 2025, minutes.
2. Correspondence – none
3. Treasurer's report for April & approval of vouchers

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

- D. Public Comment – None

- E. Reports

1. Director Fischer reported a magnolia tree has been planted to replace a tree that died. A grant has been received to create a community mural on the library's DeWitt Road site. The library will be closed on May 14th so staff can attend an in-service at the Ann Arbor District Library. Ms Kelsie and Ms Jozefa spoke at the MLA Spring Institute. Fischer attended a L-4092 workshop. He will be making a presentation to the State Board of Education on the impact of possible federal cuts.
2. Friends of the Library – Melissa DeMong-Shafer reported the Friends in conjunction with the Garden Club will be hosting the Follow the Rainbow flower show for all ages on July 12th from 1-5. The Friends are in the process of updating their bylaws. DeMong-Schafer has attended meetings with the Friends of Michigan. The Friends next event will be a Culver's fundraiser on June 2nd from 5pm-9pm

- F. Budget Hearing – Motion to enter the hearing by Tait with a second by Boeve. Passed unanimously. The Board discussed the proposed budget for 2025-6. Motion to leave the hearing by Kirchen with a second by Heckathorn. Passed unanimously.

- G. Annual Meeting Business

1. Approval of Budget – Motion to approve the proposed budget by Boeve with a second by Kirchen. Passed unanimously.

2. Review of Staff Salaries – As part of the budget approval, authorization was given for 3% cost of living raises for all employees.
3. Review of Bylaws, Policies, and Procedures – no proposed changes
4. Election of Officers – Motion by Kirchen to nominate the following slate of officers:
Byars (president), Tait (Vice President), Boeve (treasurer), and Summers (Secretary).
Second by Boeve. Passed unanimously.

H. Pending Business - None

I. New Business

1. Annual HSA Contribution – Motion by Boeve to approve contributing \$2,000 for each family HSA plan and \$1,000 to each individual HSA plan for the health plan year.
Second by Tait. Passed unanimously.

J. Board Member Comments – None.

K. Public Comment –None

L. Adjournment of Meeting – Motion by Byars to adjourn at 5:49

Next Meeting: June 12 at 5pm

Submitted by Wayne Summers, Secretary