

**Community District Library Board of Trustees  
Regular Board Meeting Minutes  
Lennon Branch**

**October 23, 2019**

**Opening**

The regular meeting of the Community District Library Board of Trustees was called to order at 6:59 p.m. on October 23, 2019 by Board Chair, J. Bowers. Followed by the Pledge of Allegiance.

**Present**

Diane Lahmann, Marge Hamill, Judy Bowers, Patty Fraser, Geraldine Hagadon, Mike Tobias, Karen Hornus, and Ann Voorhies.

Also present: Jami Cromley, Linda Hudecek, Sarah Talbot (Auditor) and guest Elaine Prine.

New, Venice Township, board member, Marge Hamill was sworn in.

- **Approval of agenda:**  
Motion made by G. Hagadon to approve the agenda, with addition of technology project purchase to the New Business line, seconded M. Tobias, all yeas, motion accepted.
- **Approval of minutes:**  
Motion made by G. Hagadon to approve the September 25, 2019 regular minutes, seconded by M. Tobias, all yeas, motion accepted.
- **Approval of payment of bills,** (checks #6720-6747) in the amount of \$ 15,213.82, forwarded from the Budget and Finance Committee, roll call vote, motion accepted.
- **Approval of motion to accept the current budget report,** dated October 2019, forwarded from Budget and Finance Committee, motion accepted.

**Citizen comments:** None.

**Communications Received:** Thank you letter from the Perry Fest committee.

Sarah Talbot, CPA from Andrews, Hooper, Pavlik, presented the 2018-19 Annual Library Audit with excellent results. The final audit will be ready for approval at next months meeting.

**Old Business:**

- None.

Motion was made by A. Voorhies and seconded by D. Lahmann, to adjourn the board meeting at 7:17 for closed session to discuss the Directors Evaluation, motion carried. Meeting was reconvened at 7:38.

**New Business:**

- Board members presented the Director with the results of the annual evaluation. The Board asked that a 5 year Strategic Plan be developed and additionally address building issues such as buildings with maintenance, for example, Morrice, and alternative options for separating the library out of the school buildings in Byron and New Lothrop.

- Motion was made by G. Hagadon to increase Director salary by 3% and add 3 vacation days (15 total), with maintaining current health benefits, seconded by A. Voorhies, roll call vote, motion accepted.
- Marge Hamill was selected to fill the vacant position of Library Board Treasurer, Motion to accept was made by G. Hagadon and seconded by D. Lahmann, motion accepted.
- Jami summarized the proposal from The Library Network for a complete technology upgrade district wide. With Windows 7 support ending in January and the age of the current computers just over 6 years old it is a necessary project. Replacement will include patron and staff computers in addition to supporting hardware with installation of software. TLN will provide staff will provide delivery, set up, imaging and software installation at all branches. The new computers are expected to be installed in early December. Motion was made by M. Hamill for this project not to exceed \$65,000.00 with funds used from Reserve Fund, seconded by D. Lahmann, roll call vote, motion accepted.

### **Directors Report:**

- Jami attended the Perry City council meeting with no final decision on the prospect of a new library location.
- Jami met with the Vernon Library Board to explain the benefits of joining the Community District Library.
- She attended MLA, which was held in Novi this year.
- Jami will be attending a Historic Shiawassee council meeting 10/28 which is comprised of local organizations that preserve local history. The library has purchased Bibloboard service to upload local history documents, yearbooks and newspapers and is nearing a point to go live for online use.
- O'Berry update, the appointed Trustee of the O'Berry estate has filed a proposed final accounting. The new court date for the hearing is Wednesday October 30<sup>th</sup>.
- Jami met with New Lothrop Schools superintendent Dr. A. Berthiaume, to discuss potential changes to the public library service and hours. Depending on construction costs, slated school improvements to add in a public restroom and school entrance might not be feasible. Therefore public hours may need to change to after school hours only, which is after 3:00. Discussion about how this will impact public patrons will need to be addressed with Hazelton Township.
- The Corunna/Caledonia Friends group held their semi-annual book sale and raised approximately \$1950.00. The group provides funds to the library for projects to enhance the library services.
- Library Board terms are expiring and need to be renewed for Hazelton and Perry Townships. Letters will be sent out making them aware of this.
- November 1<sup>st</sup> at 6:00, the Corunna branch will host a Faces of Corunna Art Exhibit featuring paintings of local community members who have made a positive contribution to the City of Corunna.
- Peacock Tree Farm has been scheduled for wreath classes at multiple library branches.

**Citizens Comments:** None

**Board Comments:** Thank you for a well done audit.

**Adjournment:** 8:30 p.m.

Recorded by: L. Hudecek