

**Community District Library Board of Trustees
Regular Board Meeting Minutes
Administration Office**

August 22, 2018

Opening

The regular meeting of the Community District Library Board of Trustees was called to order at 6:58 p.m. on August 22, 2018 by Board Chair D. Lahmann.

Present

Diane Lahmann, Dana Horn, Judy Bowers, Patty Fraser, Geraldine Hagadon, Tom Chaput, and John Sedlock.

Absent: Karen Hornus.

Also present: Jami Cromley, Linda Hudecek. Staff members: C. Cramner, E. Prine, D. Shaw, M. Browne, D. Eilert, and J. Oliver.

Approval of agenda:

Motion made by D. Horn to approve the agenda, with addition of b. DVD policy update and c. Reimbursement of funds, seconded G. Hagadon, all yeas, motion accepted.

- **Approval of minutes:**

Motion made by G. Hagadon to approve the July 25, 2018 regular minutes, seconded by J. Bowers, all yeas, motion accepted.

- **Approval of motion to accept the current budget report**, dated August 2018, forwarded from Budget and Finance Committee, motion accepted.

- **Approval of payment of bills**, (checks #6247-6269) in the amount of \$17,296.47, roll call vote, motion accepted.

Citizen comments: None.

Communications Received: None.

Old Business: None.

New Business:

- Jami introduced staff members from Byron, Corunna, Lennon, New Lothrop and Perry and each member gave report on events and programs in their branches and thanked the board for their support.
- Discussion was held on the updating of the DVD circulation policy and motion was made by G. Hagadon to accept changes, increasing New DVD circulation to 7 days and at no cost to patrons and seconded by P. Fraser. Motion accepted.
- After discussion motion was made by G. Hagadon, to approve to reimburse CDL for attorney fees dates 9/26/17-6/19/18 in the amount of \$4,454.20, funds to be moved from the O'Berry Investment account to the CDL Reserve investment account, seconded by D. Horn. Motion accepted.

Directors Report:

- T. Bridges, the attorney who has been handling the O’Berry Trust, he will be retiring and attorney J. English will be taking over for him.
- Jami has begun visits to the various municipalities, with staff members, updating them with the yearly annual library report.
- Hotspots have been processed and are now in circulation.
- Morrice branch is again experiencing water coming in around the back door, there seems to be no good solution for this problem.
- Auditors have begun the 2017-18 audit, they have been coming into library to do a physical audit.
- Summer reading sign-ups and participation increased over last year and kids really enjoyed the program and events were well attended.

Citizens Comments: None.

Board Comments: J. Sedlock stated that the Shiawassee Township Board had a discussion at their August meeting and it was decided that library staff would not be allowed to use the Community Room refrigerator or microwave. This overturns the decision made the July meeting that decided library staff was allowed to use the refrigerator and microwave for their lunch and/or dinner during work hours. The Twp. Board also indicated the Community Room lights were left on, Jami would ask Kim about it.

Board members thanked the visiting staff for their continuing dedication to the library and for all they do for their communities.

Adjournment: 7:42 p.m.

Recorded by: L. Hudecek