

**Chelsea District Library Board of Trustees
Minutes of Regular Meeting**

Tuesday, February 19, 2019 6:45pm
Meeting Location: McKune Meeting Room

Trustees in Attendance: S. Lackey, TJ Helfferich, E. Sensoli, A. Merkel, & J. Carr.

Trustees Absent: C. Taylor & G. Munce.

Staff: Director L. Coryell, Assistant Director L. Ballard, & C. Berggren.

Guests: Clare Membiela, MLS, J.D., Library of Michigan Library Law Consultant; Friends of CDL President Gary Zenz; and Friends of CDL members Jean Vargas, Sue Skiendziel, Jennifer Kundak, and Jeff Cowall.

Welcome and Call to Order

S. Lackey called the meeting to order at 6:47 p.m.

Agenda Review, Additions, and Approval

A revision to the agenda was made to move guest speaker Clare Membiela's presentation to the start of the meeting, preceding the Compulsory Segments.

MOTION made by E. Sensoli, SECONDED by TJ Helfferich to approve the agenda, as amended. Discussion: None All Ayes: 5-0

Presentation: Clare Membiela, MLS, J.D.: Library of Michigan Library Law Consultant

Clare began her presentation by explaining that there are two parts of the library system in Michigan: The libraries themselves, that work for their patrons, and the statewide library services, that work for the libraries. Clare specified that she works for the latter, specifically on legal issues. She does not give legal advice, but instead, gathers information and then explains it using primary and secondary sources and lays out options for libraries.

Clare came, primarily, to speak about Penal Fines and their relation to libraries to both the CDL Board of Trustees and the Friends of CDL.

- Michigan is the only state that sends part of penal fines to libraries. It's in the State Constitution. The thought process for this was that the proceeds from a bad deed should be used in a manner to prevent future bad deeds and libraries were

seen as an entity that could help facilitate that desire. Some municipalities didn't pass along this money to libraries, however, so an Act was passed to make sure the money actually reached libraries. Other obstacles have also arisen, however:

- Municipal ordinances or "parallel laws" allow municipalities to skirt the state law and collect all the money from penal fines.
- Court costs have also gone up dramatically.
- Community Service sentences are also on the rise, so that's affected penal fines. Many low-income offenders are given community service, as opposed to a fine.
- Clare stressed that the 2020 Census will be very important to libraries, as population will affect both penal fines and state aid.
- The Library of Michigan website has excellent links and charts that breakdown penal fines. She suggested that libraries talk directly to counties, if there is a problem with not getting their share of penal fines.
- Also, offenders can request that their ticket be issued under the state law, as opposed to municipal ordinance, which will assure that some of that money goes directly to libraries.

Clare fielded questions from both the Board and the Friends, following her presentation.

Compulsory Segments:

Minutes and Approval of Checks

MOTION made by J. Carr, SECONDED by A. Merkel to approve the minutes of the January, 15, 2019 Board Meeting. Discussion: None

All Ayes: 5-0

MOTION made by E. Sensoli, SECONDED by TJ Helfferich to accept the General Fund Operational checks for January, 2019. Discussion: None

All Ayes 5-0

MOTION made by TJ Helfferich, SECONDED by E. Sensoli to accept Financial Reports for January, 2019. Discussion: None

All Ayes: 5-0

Director's Report Update:

L. Coryell update:

- Aside from the highlights of her regular report, Lori shared that the auditors finished their on-site work ahead of schedule for the second straight year.

Strategic Plan Update:

- Linda spoke about the Design Think changes that have occurred/are in the process of occurring.

Friends Report Update:

- The Friends met right before the board meeting in Lori's office and also held their annual meeting in January. Gary Zenz is working on growing membership and Jean Vargas is the new Membership Coordinator.
- The Staff Appreciation Luncheon is scheduled for April 10 in the McKune Room.

Other Reports Notes: None

Public Comment: None

Action Item #1: Donations

MOTION made by TJ Helfferich, SECONDED by A. Merkel to approve and acknowledge the presented 2019 January donations of \$13,040.00.

Discussion: None

All Ayes: 5-0

Action Item #2: Policies

MOTION made by TJ Helfferich, SECONDED by E. Sensoli to approve the updates to the previously reviewed policies: 111 Ethics Statement for Public Library Trustees, 130 Policy Approval, 210 Refund Policy, and 555 Credit Card Policy.

Discussion: None

All Ayes: 5-0

Discussion Item #1: Millage

- Anne shared the timeline and walked through the initial steps.
- The Millage Resolution will appear as a discussion item at the March board meeting.

Discussion Item #2: Staff In-Service

- The August 23 date was discussed and this item will move to action next month.

Committee Reports

Policy Committee –

Finance Committee –

Personnel Committee –

Nominating Committee –

Fundraising Committee –

Public and Board Comment: None

Other Items: Lori shared that we've reached closure on Patron Appeal 2017-1. There will be an individual exemption issued and staff training will be done at Friday's All Staff Meeting.

Adjourn:

MOTION made by E. Sensoli, SECONDED by J. Carr to adjourn the meeting at 8:15 p.m.

All Ayes: 5-0

Anne Merkel

3-19-19

Anne Merkel, Board Secretary

Date