

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

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

**Trustees in Attendance:** S. Lackey, TJ Helfferich, E. Sensoli, A. Merkel, C. Taylor, J. Carr, & G. Munce.

**Trustees Absent:** None

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

**Guests:** Bill Pruitt, Chelsea Guardian

**Welcome and Call to Order**

S. Lackey called the meeting to order at 6:45 p.m.

**Agenda Review, Additions, and Approval**

MOTION made by E. Sensoli, SECONDED by TJ Helfferich to approve the agenda as presented. Discussion: None All Ayes: 7-0

**Compulsory Segments:**

**Minutes and Approval of Checks**

MOTION made by C. Taylor, SECONDED by J. Carr to approve the minutes of the February 19, 2019 Board Meeting. Discussion: None

All Ayes: 7-0

MOTION made by E. Sensoli, SECONDED by C. Taylor to accept the General Fund Operational checks for February, 2019. Discussion: None

All Ayes 7-0

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

All Ayes: 7-0

### **Director's Report Update:**

L. Coryell update:

- Noted that the TIFA payments for the past 4 years were included in the packet, as requested by the board.
- Distributed Artist in Residence bookmarks and talked about amazing job marketing has done for upcoming programs.
- Spoke about the Luis Rodriguez's visit and the events he will be participating in leading up to the Midwest Lit Walk.
- Several trustees noted that they liked the wait for the third Midwest Lit Walk author and suggested that going forward we release the names one at a time in a staggered time line to keep intrigue up and more people engaged.

### **Strategic Plan Update:**

- Noted several recent building upgrades: New large study room, reupholstered chairs, ADA-height wall counter on the second floor.
- Spoke about intern opportunity for a student from the AIMS School. Staff will visit the school shortly.

### **Friends Report Update:**

- Lori was not able to attend the last Friends meeting.
- Scheduled events are the Staff Appreciation Party on April 10 and the Friends Tea party on October 19.

Other Reports Notes:

Jan noticed in the Informational Services report that Stacey is adding series numbers to books and wanted to let us know that there are many series books that are donated and that she should check the basement if the library is missing certain numbers.

### **Public Comment:**

Jim Pruitt introduced himself and said he was there representing the Chelsea Guardian.

## **Presentations:**

1. Strategic Plan Progress Report
  - Lori gave a power-point presentation, highlighting the goals and successes from the current strategic plan, covering 2017-2019.
2. Fine-Free Library Video
  - Lori showed a ten-minute video advocating the reasons for going fine-free. She stressed it was just an informational video, but that more libraries are going this route and it's a conversation we need have. Terri is collecting information, pros and cons, and will present that information at a future board meeting.

## **Action Item #1: Donations**

MOTION made by C. Taylor, SECONDED by J. Carr to approve and acknowledge the presented 2019 February donations of \$200.00.

Discussion: None

All Ayes: 7-0

## **Action Item #2: Staff In-Service**

MOTION made by A. Merkel, SECONDED by TJ Helfferich to approve the proposed date of August 23 for the staff in-service.

Discussion: None

All Ayes: 7-0

## **Action Item #3: Patron Appeal 2017-1 Resolution**

MOTION made by J. Carr, SECONDED by C. Taylor to approve the resolution granting religious exemption.

Discussion: None

All Ayes: 7-0

## **Discussion Item #1: Millage**

- Anne announced the Millage Committee will be meeting next Wednesday.
- Lori mentioned that it looks like a third ballot initiative (from WISD) will be on the August ballot.

### **Discussion Item #2: Budget Development Calendar**

- Looked over the calendar. Susan asked that we work on an endowment policy before approving the next budget.
- Jan asked if we should include hearing notice with the Chelsea Guardian, too. Lori will check with Patty to add it to our publications.

### **Discussion Item #3: 2019 Budget Adjustment**

- Linda explained that this is just an adjustment to correct funding that was accepted incorrectly. It's an easy fix, but has to be approved by the board.

### **Discussion Item #4: Resolution to Approve and Certify the Millage Proposal**

- Chris handed out an updated page 3 and Lori explained why the language was changed.

### **Committee Reports**

**Policy Committee –**

**Finance Committee –** Meeting minutes in packet.

**Personnel Committee –**

**Nominating Committee –**

**Fundraising Committee –**

### **Public and Board Comment:**

- Jan mentioned that the County Commissioner Meeting is coming to Sylvan Township on April 4 at 6:30. Agenda items include: Broadband, mental health, and transportation.

**Other Items:** None

**Adjourn:**

MOTION made by C. Taylor, SECONDED by TJ Helfferich to adjourn the meeting at 8:10 p.m.

All Ayes: 7-0

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Anne Merkel, Board Secretary

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Date