

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

Tuesday, August 20, 2019 6:45 p.m.
Meeting Location: McKune Meeting Room

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

Trustees Absent: C. Taylor

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

Guests: None

Welcome and Call to Order

S. Lackey called the meeting to order at 7:25 p.m. and each trustee and library employee shared what book they are currently reading (This is a new, fun addition that Susan would like to have open each board meeting).

Agenda Review, Additions, and Approval

MOTION made by TJ Helfferich, SECONDED by E. Sensoli to approve the agenda, as amended. Discussion: Added 2020 Budget as Discussion Item #1.

All Ayes: 6-0

Compulsory Segments:

Minutes and Approval of Checks

MOTION made by J. Carr, SECONDED by G. Munce to approve the minutes of the July 16, 2019 Board Meeting. Discussion: None

All Ayes: 6-0

MOTION made by J. Carr, SECONDED by G. Munce to approve the minutes of the August 7, 2019 Special Meeting of the Board. Discussion: None

All Ayes: 6-0

MOTION made by E. Sensoli, SECONDED by A. Merkel to accept the General Fund Operational checks for July, 2019. Discussion: None

All Ayes 6-0

MOTION made by E. Sensoli, SECONDED by J. Carr to accept Financial Reports for July, 2019. Discussion: None

All Ayes: 6-0

Director's Report Update:

L. Coryell update:

- Lori reported that Shannon Powers has been promoted to Head of Information Services to replace Keegan, who is leaving CDL at the end of August for a position in Troy.
- Two other changes within that department have occurred, as well: Margaret Loebe will move from part-time Librarian to full-time and Marissa Lasoff-Santos has resigned to pursue other professional opportunities.
- There is no new information on our search for a new Network Administrator. The position is currently posted through the end of August 22.
- The millage passed and the official results are in the packet under Communications.
- Upcoming events include:
 - Song Fest on September 14.
 - Apron Strings Exhibit, Sept. 4-Oct. 17.
 - In-Service is Friday, August 23 and the library will be closed.
 - Staffed Dedication Ceremony is Sept. 5 in the Reading Garden.

Strategic Plan Update:

- Art market on the lawn during the Summer Festival was a smashing success; especially cool was the fire-breathing dragon.
- Gary mentioned how much the artists appreciated being on the library lawn, as opposed to Middle St.

Friends Report Update:

- Jan reported that the Friends did very well selling DVDs on the lawn during the Summer Festival.
- The Friends will be wearing fancy aprons for book sales during the Apron Strings Exhibit at the library.
- Job descriptions are in their final draft and should be finished at the Sept. meeting.

Other Reports Notes: Gary reported that Trinh Pifer has been announced as the Chelsea Chamber Citizen of the Year, with Bob Pierce and Nadine Anderson awarded the 2019 Lifetime Achievement Award.

Public Comment: None

Action Item #1: Donations

MOTION made by E. Sensoli, SECONDED by A. Merkel to approve and acknowledge the presented 2019 July donations of \$90.00.

Discussion: None

All Ayes: 6-0

Discussion Item #1: 2020 Budget

Committee Reports:

Policy Committee –

Finance Committee – Minutes in packet. Kerry is working through old outstanding checks.

Personnel Committee –

Nominating Committee –

Community Outreach Committee –

Public and Board Comment: None

Other Items: None

Adjourn:

MOTION made by J. Carr, SECONDED by E. Sensoli to adjourn the meeting at 7:58 p.m.

All Ayes: 6-0

TJ Helfferich (Pres. Elect) in Anne's absence

9-17-19

Anne Merkel, Board Secretary

Date