

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

Tuesday, January 19, 2021 6:45 pm
Meeting Location: Remote, Using Zoom

Trustees in Attendance: TJ Helfferich (Zooming from the City of Chelsea), G. Munce (Lyndon Township), J. Carr (Sylvan Township), A. Merkel (City of Chelsea), E. Sensoli (from Ann Arbor, representing Lima Township), & C. Taylor (from Florida, representing Dexter Township).

Absent: S. Lackey

Staff: Director L. Coryell & C. Berggren.

Guests: None

Welcome and Call to Order

TJ Helfferich called the meeting to order at 6:49 p.m.

Chris administers the Oath of Office to the 2021 trustees.

Agenda Review, Additions, and Approval

MOTION made by E. Sensoli, SECONDED by C. Taylor to approve the agenda, as presented. Discussion: None

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 December 15, 2020 Board Meeting. Discussion: None

All Ayes: 6-0

MOTION made by G. Munce, SECONDED by A. Merkel to approve the Closed Session minutes of the December 15, 2020 Board Meeting. Discussion: None

All Ayes: 6-0

MOTION made by J. Carr, SECONDED by G. Munce to accept the General Fund Operational checks for December, 2020. Discussion: None

All Ayes 6-0

MOTION made by C. Taylor, SECONDED by E. Sensoli to accept Financial Reports for December, 2020. Discussion: None

All Ayes: 6-0

Director's Report Update:

L. Coryell update:

- Lori directed the board to her report in the packet, before proceeding to screen-share a Google presentation on how the library has handled the COVID-19 pandemic. The presentation time-lined the library's reactions to executive orders and health experts and shared how the library continued to serve the community, shifting to digital programming and curbside pickup.

Friends Report:

- The Annual Meeting will be held virtually on Saturday, January 23 at 10 a.m.
- Jan shared that officers will be elected and that the Friends are hoping to add new members and urged the board to spread the word and encourage potential members to turn out.

Other Reports Notes: None

Public Comment: None

Action Item #1: Donations

MOTION made by A. Merkel, SECONDED by J. Carr to accept the library's December donations of \$1,500. Discussion: None

Jan, roll-call vote: Gary – Aye, Charlie – Aye, TJ – Aye, Anne – Aye, Elizabeth – Aye, and Jan – Aye.

All Ayes 6-0

Action Item #2: Budget Carryovers 2020 to 2021

MOTION made by J. Carr, SECONDED by E. Sensoli to approve the library's proposed carryovers from the 2020 budget to the 2021 budget. Discussion: None

Jan, roll-call vote: Elizabeth – Aye, Charlie – Aye, TJ – Aye, Anne – Aye, Gary – Aye, and Jan – Aye.

All Ayes 6-0

Action Item #3: Budget Adjustment

MOTION made by E. Sensoli, SECONDED by C. Taylor to approve the 2020 budget adjustment to fix the calculation error to the Cap. Reserve Fund. Discussion: None

Jan, roll-call vote: Elizabeth – Aye, Anne – Aye, TJ – Aye, Charlie – Aye, Gary – Aye, and Jan – Aye.

All Ayes 6-0

Discussion Item #1: DDA/TIFA

The board looked over the letter of agreement that the City/DDA drafted for the one-year transfer of a portion of the previously captured TIFA funds. Lori shared that the library attorney examined the document and added one line for clarification. This item will go to Action next month.

Committee Reports

Policy Committee – Lori alerted Jan that a new Confidentiality Policy will soon be sent to committee.

Finance Committee –

Personnel Committee –

Nominating Committee –

Community Outreach Committee –

Public and Board Comment: Gary announced that he'd like to give an overview presentation in February on broadband in Wahtenaw County. It will be added to February's agenda.

Other Items: Jan shared that she had picked up a "Fix Picks" bag of books chosen by librarians to fit her interests and that it was spot on. She also thanked Lori and the library staff for staying one step ahead of the pandemic and remaining open in some capacity for the community.

Adjourn:

MOTION made by J. Carr, SECONDED by G. Munce to adjourn the meeting at 7:50 p.m.

All Ayes, 6-0

Janice L. Carr, Board Secretary

Date