

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

Tuesday, April 20, 2021 6:45 pm
Meeting Location: Remote, Using Zoom

Trustees in Attendance: TJ Helfferich (Zooming from the City of Chelsea), G. Munce (Lyndon Township), S. Lackey (Sylvan Township), J. Carr (Sylvan Township), A. Merkel (City of Chelsea), E. Sensoli (Lima Township), & C. Taylor (representing Dexter Township, but on I-275 on his way to the airport).

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

Guests: None

Welcome and Call to Order

TJ Helfferich called the meeting to order at 6:46 p.m.

Agenda Review, Additions, and Approval

MOTION made by J. Carr, SECONDED by S. Lackey to approve the agenda, as presented. Discussion: None

All Ayes: 7-0

Compulsory Segments:

Minutes and Approval of Checks

MOTION made by J. Carr, SECONDED by A. Merkel to approve the minutes of the March 16, 2021 Board Meeting. Discussion: None

All Ayes: 7-0

MOTION made by J. Carr, SECONDED by G. Munce to accept the General Fund Operational checks for March, 2021. Discussion: None

All Ayes: 7-0

MOTION made by S. Lackey, SECONDED by J. Carr to accept Financial Reports for March, 2021. Discussion: Elizabeth asked to see the cash flow chart.

All Ayes: 7-0

Director's Report Update:

L. Coryell update:

- The library is back open for curbside pickup, as of yesterday. Lori thanked the public and the board for their support during the Covid-related closing.
- Full-mask wearing is mandatory for library staff in the building.
- Almost the full staff has at least had the first shot and the library will be nearly fully vaccinated by mid-May.
- Moved pickup tables outside, but still have the indoor setup intact for poor weather backup.
- Only change to the State Covid policy is that the mask mandate dropped from 5-years-old and up to 2-years-old and up.
- Reminder that Midwest Lit Walk is this coming Saturday. 24G donated the backdrop for the program.
- There were 850 attendants at the Purple Rose reading and 740 at Authors in Chelsea.

Friends Report:

- The Friends left lovely flowers, gift cards, and chocolate for all library staff for Library Appreciation Week.
- Still looking for a President-Elect to shadow Gary Zenz for the rest of this year and take over in 2022.
- Serendipity has been selling higher-end Friends books since January on both BookFinder and Alibris.
- The Friends received a \$200 donation from Michigan Medicine for furnishing their new library with used books.

Other Reports Notes: None

Public Comment: None

Action Item #1: MML Classification and Compensation Study Recommendations

MOTION made by S. Lackey, SECONDED by G. Munce to approve the study's grade classifications and salary recommendations, as outlined by Lori. Discussion: The last salary survey was conducted 7 years ago. The study's benefit recommendations will be passed at a later date.

Jan, roll-call vote: Gary – Aye, Susan – Aye, Anne – Aye, TJ – Aye, Elizabeth – Aye, Charlie – No Longer Present, and Jan – Aye.

All Ayes 6-0

Discussion Item #1: Lawn Care & Pesticides

Linda informed the board about the library's lawn care and pesticide policies and procedures.

- Have been using an organic fertilizer for the past 5 years.
- Weeds and crabgrass are spot treated instead of sprayed.
- Insecticides and fungicides are used on trees and shrubs, but as minimally as possible.
- The company that handles this is Back to Nature, which is local and gives us a discount as the owner is a longtime patron.
- Elizabeth would like to see more native species when making landscaping decisions going forward.

Discussion Item #2: Vaccination Consideration

This is a topic that Charlie wanted to further discuss. Lori made clear that we can't have a library policy that rewards or excludes based solely on Covid 19 vaccinations, but emphasized that the library is promoting and advocating for vaccinations.

- Jan expressed that she thinks this is an important aspect to consider in terms of reopening, as many in the public will want to enter without a mask because they've been vaccinated. But masks are still mandatory in the building until the State says otherwise.

Discussion Item #3: Extending Strategic Plan 2020-22

Lori asked the board to consider extending the current Strategic Plan an extra year, as 2020 was so disrupted that the library could not actively work toward the plan's goals. This will become an Action Item in May.

Committee Reports

Policy Committee –

Finance Committee – Susan reported that the Finance Committee met and everything is fine. There will be minutes from that meeting next month.

Personnel Committee –

Nominating Committee –

Community Outreach Committee –

Public and Board Comment: Jan asked if the Midwest Lit Walk was going to be archived. Lori shared that it will be recorded and available for one month after Saturday.

Other Items:

Adjourn:

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

All Ayes, 6-0

Janice L. Carr, Board Secretary

Date