

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

Tuesday, March 15, 2022 10:00am
Meeting Location: McKune Room

Trustees in Attendance: TJ Helfferich, J. Carr, A. Merkel, & G. Munce.

Absent: C. Taylor, S. Lackey, & P. Garcia.

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 10:02 a.m.

Agenda Review, Additions, and Approval

MOTION made by J. Carr, SECONDED by A. Merkel to approve the agenda, as submitted. Discussion: None

All Ayes: 4-0

Compulsory Segments:

Minutes and Approval of Checks

MOTION made by A. Merkel, SECONDED by J. Carr to approve the minutes of the February 15, 2022 Board Meeting. Discussion: None

All Ayes: 4-0

MOTION made by J. Carr, SECONDED by A. Merkel to accept the General Fund Operational Checks for February, 2022. Discussion: TJ pointed out that it didn't look like the donations had been pulled into the budget line on the Donation and Restricted chart.

All Ayes: 4-0

MOTION made by J. Carr, SECONDED by A. Merkel to accept Financial Reports for February, 2022. Discussion: None

All Ayes: 4-0

Director's Report Update:

L. Coryell update:

- Final day of the Frida Kahlo exhibit is tomorrow and the Authors in Chelsea event is today and tomorrow.
- Anyone interested in making a quilt square for the Community Quilt project should do so soon.
- Walk to School Wednesday started 2 weeks ago.
- Lori, Linda, and 2 librarians (Gabrielle and Catherine) will be at PLA in Portland, Oregon next week.

Friends Report:

- The Staff Appreciation luncheon is scheduled for Wednesday, April 6, in McKune at noon.
- The Friends are reporting 80+ members.
- 2024 will be the 75th anniversary of the Friends.
- Discussions have started about how to fundraise for Mobile CDL.
- Jan reported that they had a great book sale over the weekend and that the Friends are collecting jewelry and purses for a lawn sale event over the summer.

The Trustee enrichment video was postponed, since 3 trustees were not present.

Other Reports Notes: None

Public Comment: None

Action Item #1: Donations

MOTION made by J. Carr, SECONDED by G. Munce to approve the library's February donations. Discussion: None.

All Ayes 4-0

Discussion Item #1: Mobile CDL

Lori reported that the RFP was sent out and that a Special Meeting can be arranged at the April Board Meeting to review the proposals and select the best offer. The new Mobile CDL catchphrase is "Driven to Engage, Inspire, and Equip." The small gifts Mobile CDL fundraiser catchphrase is "Gifts That Go Places."

Discussion Item #2: Budget Development Calendar

The budget calendar for developing the 2023 library budget was shared with the trustees, so that important dates are on their radar.

Committee Reports

Policy Committee –

Finance Committee –

Personnel Committee –

Nominating Committee –

Community Outreach Committee – Gary recapped their most recent meeting.

Public and Board Comment: None

Other Items:

- Jan reported that there was a problem with the book sale credit card reader over the weekend, but that Everett was in the building and had it working within minutes, saving many sales. Gary asked if they had the technology they needed and suggested an AV cart.
- Gary gave an update on the library-Senior Center partnership.

Adjournment:

MOTION made by A. Merkel, SECONDED by G. Munce to adjourn the meeting at 10:33 a.m.

All Ayes 4-0

Anne Merkel, Board Secretary

Date