

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

Tuesday, September 20, 2022 6:45pm  
Meeting Location: McKune Room

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

**Absent:** P. Garcia

**Staff:** Director L. Coryell, Assistant Director L. Ballard, C. Berggren, S. Powers, V. Krueger, & K. Ballard.

**Guests:** None

**Welcome and Call to Order**

TJ Helfferich called the meeting to order at 6:50 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: 6-0

**Compulsory Segments:**

**Minutes and Approval of Checks**

MOTION made by S. Lackey, SECONDED by A. Merkel to approve the minutes of the August 16, 2022 Budget Hearing Meeting, as amended. Discussion: None

All Ayes: 6-0

MOTION made by J. Carr, SECONDED by A. Merkel to approve the minutes of the August 16, 2022 Board Meeting. Discussion: None

All Ayes: 6-0

MOTION made by C. Taylor, SECONDED by G. Munce to accept the General Fund Operational Checks for August, 2022. Discussion: None

All Ayes: 6-0

MOTION made by S. Lackey, SECONDED by J. Carr to accept Financial Reports for August, 2022. Discussion: None

All Ayes: 6-0

**Director's Report Update:**

L. Coryell update:

- Lori informed the board about the Pixsy image rights issue and the plan moving forward.
- TJ congratulates Virginia (4) and Linda (27) on their work anniversaries.

Friends Report:

- Met their fundraising goal (and more) for Mobile CDL.
- October 1 Farmer's Market will feature a Friends Awareness Table.
- Sold out of Bees.
- Jan reported that they've received 4 new book sales applications.

Other Reports Notes: None

**Public Comment:** None

**Action Item #1: Donations**

MOTION made by J. Carr, SECONDED by C. Taylor to approve the library's August donations. Discussion: None

All Ayes 6-0

**Action Item #2: 2023 CDL Budget Approval**

MOTION made by S. Lackey, SECONDED by C. Taylor to approve the library's 2023 budget as presented. Discussion: None

All Ayes 6-0

**Action Item #3: Holiday Scheduling Issue**

MOTION made by S. Lackey, SECONDED by A. Merkel to approve the closure of the library the Monday following the Christmas holiday weekend (Dec. 26) and the Monday following the New Year's holiday weekend (Jan. 2) to assist with the scheduling issues that the holidays presented by falling fully on the weekends. Discussion: This was an amended version of Action Item #3 that appeared in the board packet and called for also closing on the Fridays preceding the holiday weekends.

All Ayes 6-0

**Action Item #4: Policies**

MOTION made by J. Carr, SECONDED by S. Lackey to approve the updates to two policies: 111 Ethics Statement for Public Library Trustees and 555 Credit Card Policy.

Discussion: None

All Ayes 6-0

**Discussion Item #1: Mobile CDL**

Gary announced that the fundraising campaign is over (though we'll gladly still take donations) and that the campaign of engagement starts now. The total amount raised in grants, pledges, and donations topped \$130,000.

- Lori wanted the record to reflect all the incredible work that Virginia put in.
- Charlie brought up the Chelsea State Bank 125<sup>th</sup> anniversary party and encouraged supporting them after their unbelievable support for Mobile CDL.
- Susan asked about size and length of time for sponsor logos on the bookmobile and recommended we come up with parameters for all logos appearing on the vehicle.

**Committee Reports**

**Policy Committee** –

**Finance Committee** – Susan has minutes prepared and will submit them for inclusion in the next board packet.

**Personnel Committee** –

**Nominating Committee** –

**Community Outreach Committee** –

**Public and Board Comment:** None

**Other Items:** None

**Adjournment:**

MOTION made by C. Taylor, SECONDED by A. Merkel to adjourn the meeting at 8:08 p.m.

All Ayes, 6-0

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Anne Merkel, Board Secretary

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Date