

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

Tuesday, September 19, 2023 6:45 p.m.
Meeting Location: McKune Room

Trustees in Attendance: J. Carr, G. Munce, B. Swistock, P. Garcia, & S. Lackey

Trustees Absent: TJ Helfferich & W. Reinhardt.

Staff: Director L. Coryell, V. Krueger, & C. Berggren.

Guests: Brittany Galisdorfer

Welcome and Call to Order

J. Carr called the meeting to order at 6:48 p.m.

Agenda Review, Additions, and Approval

MOTION made by S. Lackey, SECONDED by G. Munce to approve the agenda, as amended. Discussion: Lori asked that Discussion Item #2 be struck from this month's agenda, due to Linda's absence.

All Ayes: 5-0

Presentation: Strategic Plan Update (Brittany from Bridgeport Consulting)

Brittany reported that the pen to paper part of the Strategic Plan has begun, so she wanted to touch base with the Board and update and inform them what is going on.

- Community was engaged over the summer through various means:
 - Poster papers with questions located in the library lobby.
 - Library website, eNews, newsletter, and Mobee visits.
 - Through the Friends of CDL, who surveyed library partners.
- Went over Community Engagement Process Overview.
- Brittany shared an overview of the draft initiatives.
- Wrapped up the discussion and asked for Board thoughts and questions.

Compulsory Segments:

Minutes and Approval of Checks

MOTION made by S. Lackey, SECONDED by B. Swistock to approve the Budget Hearing minutes of the August 15, 2023 Board Meeting. Discussion: None

All Ayes: 5-0

MOTION made by S. Lackey, SECONDED by B. Swistock to approve the regular meeting minutes of the August 15, 2023 Board Meeting. Discussion: None

All Ayes: 5-0

MOTION made by B. Swistock, SECONDED by P. Garcia to accept the General Fund Operational Checks for August, 2023. Discussion: None

All Ayes: 5-0

MOTION made by S. Lackey, SECONDED by P. Garcia to accept Financial Reports for August, 2023. Discussion: None

All Ayes: 5-0

Director's Report Update:

L. Coryell update:

- Song Fest is this coming Saturday, hopes to see some Trustees there.
- Lori will be out of the building on vacation from Sept. 25-Oct. 9.
- Mobee is doing extremely well during its scheduled stops.
- A shout out is given to Virginia for the Song Fest banners and other Song Fest related bling.

Friends Report:

- Made good money at the Culver's Friends Night event.
- Approved an additional \$2K in funds this year for the library.
- Moved monthly meeting start time from 6pm to 5pm.
- Have decided upon a Friend of the Year, but that info remains classified.

Other Reports Notes: None

Public Comment: None

Action Item #1: Donations

MOTION made by S. Lackey, SECONDED by B. Swistock to approve the library's August donations. Discussion: None

All Ayes 5-0

Action Item #2: 2024 Budget Approval

MOTION made by B. Swistock, SECONDED by S. Lackey to approve the library's 2024 Budget. Discussion: None

Roll call vote administered by P. Garcia: J. Carr – Aye, G. Munce – Aye, B. Swistock – Aye, S. Lackey – Aye, and P. Garcia – Aye. Passed 5-0.

Discussion Item #1: Public Comment

The Board discussed possible changes to the agenda going forward, including eliminating one of the two Public Comments and making the Compulsory Segment a Consent Agenda.

Committee Reports

Policy Committee –

Finance Committee –

Personnel Committee – J. Carr mentions that Personnel and Nominating will need to meet in the coming months.

Nominating Committee –

Community Outreach Committee – There will be an Outreach Committee meeting before the October Board Meeting.

Public and Board Comment: None

Other Items: G. Munce read the Lyndon Township Board Resolution giving the library extra broadband capabilities from their broadband initiative. J. Carr will assist G. Munce in crafting a Board thank you to the township.

Adjournment:

MOTION made by S. Lackey, SECONDED by B. Swistock to adjourn the meeting at 8:24 p.m.

All Ayes, 5-0

Patricia Garcia, Board Secretary

Date