

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

Tuesday, August 20, 2024 directly following the Budget Hearing Meeting
Meeting Location: McKune Room

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

Trustees Absent: P. Garcia, TJ Helfferich, & W. Reinhardt.

Staff: Director L. Coryell, Asst. Director L. Ballard, C. Berggren, K. Ballard & S. Powers, and A. Zoran via Zoom.

Guests: None

Welcome and Call to Order

J. Carr called the meeting to order at 7:27 p.m.

Consent Agenda

MOTION made by S. Lackey, SECONDED by G. Munce to approve the Consent Agenda with the July minutes and financials. Discussion: None

All Ayes: 4-0

Agenda Review, Additions, and Approval

MOTION made by B. Swistock, SECONDED by G. Munce to approve the agenda, as amended. Discussion: L. Coryell adds an update on the Request for Reconsideration, which she'll deliver as part of her Director's Update.

All Ayes: 4-0

Director's Report Update:

L. Coryell update:

- Shared the letter that was sent as reply for the Request for Reconsideration and that it was signed for as received.
- There are two policies that will need updating relative to the Request for Reconsideration process.
- Shared the information for Board compensation. Twenty libraries responded: 15 don't pay their Board members, three pay the requisite \$30, and two pay more, but are not district libraries.
- The Annual Report is out and it is fantastic!

- Sick Time Act being looked at, but shouldn't affect us.
- Minimum raise increases, likewise are being monitored, but shouldn't affect us anytime soon.
- Discussed the research on non-resident card fees that the Board had asked for. G. Munce asked about demographics of library card holders.
- L. Ballard reported on the Mobee garage project, which is primarily being funded by the leftover amount in the debt retirement fund. G. Munce asked about the specifics of the garage. The hope is to bring project manager, Jeff Spike, to a future meeting.
- The sports photography exhibit, The Perfect Shot, arrives from Texas tomorrow.
- Reminder that the Jim Abbott Artist in Residence event is September 18 at the high school auditorium.

Friends Report Update:

- Discussing what to do with \$15,000 donation.
- New member chair: Sudha Myers.
- New sale banner and library cart.

Public Comment: None

Action Item #1: Donations

MOTION made by S. Lackey, SECONDED by B. Swistock to approve the July donations. Discussion: None

All Ayes 4-0

Action Item #2: Remaining Debt Service Funds

MOTION made by B. Swistock, SECONDED by G. Munce to approve the distribution of these funds into the Budget. Discussion: None

All Ayes 4-0

Discussion Item #1: Chelsea District Library & Friends Memorandum of Understanding

Minor changes made at the top of second page. Will move to Action in September.

Discussion Item #2: Policies 211 Borrower Registration and 431 Library Relations and Media Policy

Went over both policies. J. Carr brought up that Federal ID, Student ID, and Tribal ID have been added as acceptable for state voter registration and should maybe also be

added to 211 Borrower Registration. B. Swistock also questioned the wisdom of using banking info to show residency.

Discussion Item #3: Agenda Items

Discussed dropping the second Public Comment and changing Other Items to Communications. Will move to Action next month.

Committee Reports

Policy Committee –

Finance Committee – B. Swistock included two meeting’s minutes in packet.

Personnel Committee –

Nominating Committee –

Community Outreach Committee –

Public and Board Comment: None

Other Items:

- B. Swistock, in cahoots with Dick Dice, presented L. Coryell with a tube of lipstick for her pig kissing event later in the week.

Adjournment:

MOTION made by G. Munce, SECONDED by B. Swistock to adjourn the meeting at 8:15 p.m.

All Ayes, 4-0

Patricia Garcia, Board Secretary

Date