

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

Thursday, March 20, 2025 6:45 p.m.
Meeting Location: McKune Room

Trustees in Attendance: G. Munce, W. Reinhardt, J. Carr, & A. Fox.

Trustees Absent: P. Garcia, TJ Helfferich, & B. Swistock

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

Guests: Sara Tracy and Rob Long

Welcome and Call to Order

G. Munce called the meeting to order at 6:45 p.m.

Consent Agenda

MOTION made by J. Carr, SECONDED by W. Reinhardt to approve the Consent Agenda with the February minutes and financials. Discussion: None

All Ayes: 4-0

Agenda Review, Additions, and Approval

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

All Ayes: 4-0

Presentation: Shannon's History of Libraries and Informational Services

- S. Powers went over a brief history of public libraries.
- Informational Services:
 - Collections
 - References
 - Programming
- Went over challenges to libraries.

Director's Report Update:

L. Coryell update:

- The audit is complete!
- IMLS being restricted by executive order: Will affect MeL, but not this year's budget.
- The Heartland transition continues with a few hiccups.
- The new ZenBooths (single and double privacy booths) are here and assembled.

Friends Report Update:

- Met last week.
- They funded the single privacy booth and an acknowledgment will be put on the booth.
- Another booming Book Sale!
- Staff Appreciation Luncheon is on April 10.
- The Friends also helped fund the sculpture memorial for Henry Cox.

Public Comment:

- Sara spoke about the need for diversity in Chelsea (how she grew up here, moved away to Colorado, and how the two just don't compare in terms of diversity) and how the library is needed to bring in diversity.
- Rob spoke about his background and experience with a Carnegie Library in the south and offered his support to Chelsea District Library.

Action Item #1: Donations

MOTION made by J. Carr, SECONDED by W. Reinhardt to approve the February donations. Discussion: G. Munce thanked J. Carr for her donation.

All Ayes 4-0

Action Item #2: Budget Adjustment

MOTION made by W. Reinhardt, SECONDED by A. Fox to move Library IQ from a subscription to a software budget line. Discussion: None

Discussion Item #2: Paid Time Off

J. Carr, speaking as Chair of the Policy Committee, went over the changes to Paid Time Off in the Employee Handbook (Subjects 108, 310, and 304) and the necessity to do so under the new ESTA (Employee Sick Time Act) law.

MOTION made by W. Reinhardt, SECONDED by A. Fox to move Discussion Item #2 to Action Item #3. None

All Ayes 4-0

Discussion Item #1: Board Retreat

G. Munce brought Discussion Item #1 after Discussion Item #2 because required more time and discussion.

- Further went into what it means to be a trustee and how to advocate and protect the library and its vision.
 - A. Fox encouraged the Board to be proactive.
 - J. Carr thinks the Community Outreach Committee needs to increase its community outreach and that it's a good place to further dissect G. Munce's board introspection.
 - G. Munce thinks this is also foundational work for the next millage.

Committee Reports

Policy Committee –

Finance Committee –

Personnel Committee –

Nominating Committee –

Community Outreach Committee –

Communications: None


Adjournment:

MOTION made by A. Fox, SECONDED by W. Reinhardt to adjourn the meeting at 7:57pm.

All Ayes, 4-0



Janice L. Carr, Board Secretary



Date

