

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

Thursday, April 17, 2025 6:45 p.m.

Meeting Location: McKune Room

Trustees in Attendance: G. Munce, W. Reinhardt, P. Garcia, J. Carr, A. Fox, TJ Helfferich, & B. Swistock.

Trustees Absent: None

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

Guests: Alan Panter (from Yeo & Yeo)

Welcome and Call to Order

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

Consent Agenda

MOTION made by B. Swistock, SECONDED by A. Fox to approve the Consent Agenda with the March minutes and financials. Discussion: None

All Ayes: 7-0

Agenda Review, Additions, and Approval

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

All Ayes: 7-0

Presentation: Yeo & Yeo 2024 Audit, Presented by Alan Panter

- Alan walked the Board through the opinion
 - Unmodified/very clean audit
 - Very positive reflection on the library
- Went over Balance Sheet and Expenditures and Changes in Fund Balance
- Governance Letter, addressed to management and the Board of Trustees

Presentation: Library Technology Plan 2024-2029, Presented by Scott Rakestraw

- Went over accomplishments, planned upgrades, and looked ahead to future challenges (AI)
- Took questions from the Board

Director's Report Update:

L. Coryell update:

- Spoke about the 100 Women Who Care grant, which the library has been encouraged to apply for
- Linda delivered a garage update
- Mobee will be at the Earth Day Celebration next Tuesday
- Midwest Lit Walk went fabulously
- Some library staff, including Lori, took place in the Serendipity book brigade, which is attracting national attention

Friends Report Update:

- Up to 84 paying members
- Currently collecting jewelry and purses for the June sale
- Will be giving away books at the Detroit Book Fair
- Staff Appreciation Luncheon was another sparkling success
- Another incredible Book Sale, perhaps due to the massive Midwest Lit Walk numbers

Public Comment: None

Action Item #1: Donations

MOTION made by B. Swistock, SECONDED by W. Reinhardt to approve the March donations. Discussion: None

All Ayes 7-0

Discussion Item #1: Board Retreat

The Board Retreat will take place June 17 in the bookmobile garage. The morning will start at 8:30 with a breakfast and the regularly scheduled June Board Meeting will follow, after which the Retreat will commence. The Retreat will focus on the questions Gary has presented to the Board in February and March, as well as a review of the bylaws. Jan, Bob, and Aditi will review the bylaws ahead of time and then pass their recommendations to the Policy Committee, before the entire Board reviews them at the Retreat.

Committee Reports

Policy Committee – Jan wants to start having regularly scheduled Policy meetings.

Finance Committee –

Personnel Committee –

Nominating Committee –

Community Outreach Committee – Gary wants the Board to be more active and visible in community events. Also, asked what the Board thought of getting youth input involved and maybe inviting community leaders to meetings to further culture relationships.

Communications:

- Virginia and Katie will present next month on how to respond to certain hot topics
- Patricia asked about maybe having some uniformity when sharing information with the city and townships

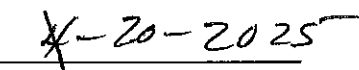
Adjournment:

MOTION made by W. Reinhardt, SECONDED by TJ Helfferich to adjourn the meeting at 8:21 pm.

All Ayes, 7-0



Janice L. Carr, Board Secretary



Date
5 JLC

