

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

Tuesday, June 17, 2025 9:00 a.m.
Meeting Location: McKune Room

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

Trustees Absent: None

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

Guests: None

Welcome and Call to Order

G. Munce called the meeting to order at 9:00 a.m.

Consent Agenda

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

All Ayes: 6-0

P. Garcia arrived.

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

Director's Report Update:

L. Coryell update:

- Working America exhibit coming in the fall and the library will also host a Working Chelsea sub-exhibit at the same time to highlight the local angle.
- Library employees made volunteer meals at Ronald McDonald House recently.

Friends Report Update:

- Jewelry sale made over \$2K, while the used book sale was about \$1K.

J. Carr asked about the Youth Standards Act. L. Coryell explained that volunteers must be at least 14 years of age, due to this state law and we do not qualify for an exemption.

Public Comment: None

Action Item #1: Donations

MOTION made by J. Carr, SECONDED by TJ Helfferich to approve the May donations.

Discussion: None

All Ayes 7-0

Discussion Item #1: 2025 Budget Adjustment

L. Coryell explained that the Joy Jan Jones opera program has been shortened and so money originally allocated for it is being moved to cover the study booth wraps.

Committee Reports

Policy Committee –

Finance Committee – P. Garcia reported that the Finance Committee met to review the first draft of the 2026 Budget.

Personnel Committee –

Nominating Committee –

Community Outreach Committee –

Communications:

- G. Munce commented on the success of the Summer Reading Program kickoff, shared that the new fiber optic line from Lyndon Township has been connected (giving the library even more WiFi capability), and encouraged fellow trustees to read Scott's technology report, which recommends 2-factor authentication sign-in for accounts.

- J. Carr gave a reminder that the library will be closed on Thursday for the Juneteenth holiday.

Adjournment:

MOTION made by W. Reinhardt, SECONDED by J. Carr to adjourn the meeting at 9:16 a.m.

All Ayes, 7-0

Janice L. Carr

6/17/25

Janice L. Carr, Board Secretary

Date

