

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

Tuesday, November 17, 2015 6:45pm  
Meeting Location: McKune Meeting Room

**Trustees in Attendance:** Elizabeth Sensoli, Jerry Wilczynski, Robin Wagner, Gary Zenz, Susan Brown, Jan Carr, Charlie Taylor and Interim Director Linda Ballard.

**Trustees Absent:** None

**Staff:** T. Lancaster.

**Guests:** Jim Pruitt – Chelsea Update

**Welcome and Call to Order**

E. Sensoli called the meeting to order at 6:49 p.m.

**Agenda Review and Additions**

MOTION made by R. Wagner, SECONDED by S. Brown to approve the agenda as presented.  
Discussion: None All Ayes: 7-0

**Compulsory Segments:**

**Minutes and Approval of Checks**

MOTION made by R. Wagner, SECONDED by S. Brown to approve the minutes of the October 20, 2015 Board Meeting. Discussion: None All Ayes: 7-0

MOTION made by G. Zenz, SECONDED by J. Wilczynski to accept the General Fund Operational checks for October 2015. Discussion: Question from R. Wagner about budget lines 880, 967 & 980 so much higher in 2015 than 2014? L. Ballard will look into this.  
All Ayes: 7-0

**Interim Director's Report Update:**

L. Ballard updated her report:

We received a \$9,000.00 grant from the Michigan Humanities Council for the WWI project. Gary Munce has been selected as the Friend of the Year and Gary Zenz is the Volunteer of the Year. They will receive their awards at the Volunteer Holiday Party in December.

**Public Comment:**

None

**Board of Trustee candidate interviews & discussion**

MOTION made by G. Zenz, SECONDED by R. Wagner to approve discussion of the candidates. Discussion: With R. Wagner leaving we need someone with executive experience.  
All Ayes: 7-0

**Interviews:**

The board interviewed the following candidates for the At Large Trustee term 2016-2019:

7:00 pm – Anne Williams – Dexter Township

7:20 pm – Susan Lackey – Sylvan Township

7:40 pm – Gary Munce – Lyndon Township

8:00 pm – Erik Stalhandske – Sylvan Township

Discussion on each candidate and what they would bring to the board. The first vote was a ranking of the four candidates with Susan Lackey first, Erik Stalhandske & Gary Munce tied for second and Anne Williams fourth. Board then had further discussion on the two tied for second place. Second vote: Erik Stalhandske: C. Taylor, R. Wagner & J. Wilczynski; Gary Munce: J. Carr, S. Brown, E. Sensoli, G. Zenz. The board then held a final roll call vote:

Roll call vote: Elizabeth Sensoli – Susan Lackey, Jerry Wilczynski – Susan Lackey, Robin Wagner – Susan Lackey, Susan Brown – Gary Munce, Charlie Taylor – Susan Lackey, Jan Carr – Susan Lackey, Gary Zenz – Gary Munce. Final: Susan Lackey 5 and Gary Munce 2.

MOTION made by J. Carr, SECONDED by J. Wilczynski to approve appointment of Susan Lackey as the At large trustee to the Chelsea District Library board for the term of 2016-2019.  
Discussion: None All Ayes: 7-0

#### **Action Item #1: Donations October**

MOTION made by G. Zenz, SECONDED by R. Wagner to accept and allocate the general donations for October 2015 in the total amount of \$120.00 plus \$6,000.00 that is being allocated. Discussion: All Ayes: 7-0

#### **Discussion Item #1: 2016 Calendar of Library Operations & Holidays**

This will move to action in December.

#### **Discussion Item #2: 2016 Library Board Meeting Calendar**

This will move to action in December.

#### **Discussion Item #3: Budget Carryover from 2015 to 2016**

L. Ballard reviewed the lines and amounts that we are requesting to carryover from 2015 to 2016. These numbers can change before the December meeting. This will move to action in December.

#### **Discussion Item #4: 2015 Budget Adjustments**

L. Ballard reviewed the lines and amounts that we are requesting budget adjustments for. These numbers can change before the December meeting. This will move to action in December

#### **Committee & Friends Reports**

**Director Search Committee** – G. Zenz has presented the offer letter to Lori Coryell for the director position and she has accepted. She will start January 4, 2016. L. Ballard will proceed with the background check.

**Friends of the Library** – The Friends of Chelsea District Library hosted the Friends of Michigan Libraries and about fifty (50) people attended. The CDL Friends still have an opening for president elect.

**Policy Committee** – No Report

**Finance Committee** – Set a meeting to review & approve the 3rd quarter payroll reports.

**Personnel Committee** – No report

**Nominating Committee** – Met on November 16<sup>th</sup> and have prepared a slate of officers for discussion at the December meeting.

**Public and Board Comment:**

None

**Other Items:**

None

**Adjourn:**

MOTION made by R. Wagner, SECONDED by S. Brown to adjourn the meeting at 9:36 p.m.  
All Ayes: 7-0

Gary F. Zenz

---

Gary F. Zenz, Board Secretary

12/15/15

---

Date