

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

Tuesday, September 19, 2017 6:45pm  
Meeting Location: McKune Meeting Room

**Trustees in Attendance:** C. Taylor, J. Wilczynski, E. Sensoli, A. Merkel, & TJ Helfferich

**Trustees Absent:** S. Lackey and J. Carr

**Staff:** Director L. Coryell, Assistant Director L. Ballard, & C. Berggren

**Guests:** Bill Tucker & Marcia White

**Welcome and Call to Order**

C. Taylor called the meeting to order at 6:45 p.m.

**Agenda Review and Additions**

MOTION made by E. Sensoli, SECONDED by TJ Helfferich to approve the agenda as presented. Discussion: None All Ayes: 5-0

**Compulsory Segments:**

**Minutes and Approval of Checks**

MOTION made by J. Wilczynski, SECONDED by A. Merkel to approve the minutes of the August 15, 2017, Budget Hearing. Discussion: None All Ayes: 5-0

MOTION made by J. Wilczynski, SECONDED by A. Merkel to approve the minutes of the August 15, 2017, Board Meeting. Discussion: None All Ayes: 5-0

MOTION made by J. Wilczynski, SECONDED by E. Sensoli to accept the General Fund Operational checks for August, 2017. Discussion: None All Ayes 5-0

MOTION made by E. Sensoli, SECONDED by J. Wilczynski to accept Financial Reports for August, 2017. Discussion: None All Ayes: 5-0

### **Director's Report Update:**

L. Coryell update:

- Lori discussed the upcoming Song Fest promotions and asked the Board to help promote this event.
- Washtenaw Reads new title is *Homegoing* by Yaa Gyasi. The author event will be at Rackham Hall in February.
- Paper copies of the Annual Report are being mailed out with handwritten notes to all donors and local officials.
- Looking at dashboard numbers, Lori pointed out that the difference in programming from last year to this year had to do with last year's 10<sup>th</sup> anniversary event, which was very well attended.
- Anne Merkel complimented the success that librarians had with in-school outreach at the beginning of the school year.

### **Strategic Plan Update:**

- Lori's Strategic Plan Update was reviewed.
- Charlie Taylor thanked Elizabeth Sensoli for her work in getting a library sign at the Lima town hall and a Wi-Fi hotspot badge on the township webpage.
- VOIP issues were updated and discussed, though Lori emphasized that with Mel and Ron on the task, she was not concerned.

### **Friends Report Update:**

- Friends next meeting is Sept. 20. An update will follow at next month's Board Meeting.

Other Reports Notes: None

### **Presentations: Bill Tucker, Principal, Stevens, Kirinovic & Tucker**

- Bill explained that our former audit firm, Abraham & Gaffney, P.C., has split and its two divisions, Tax and Audit, have become separate entities. The new audit firm is Stevens, Kirinovic & Tucker, P.C. (SKT) and the transition has gone very smoothly.
- The contract with SKT will remain the same in terms of fee structure and Bill's hope is that the same staff as last year will continue to work with us going forward. He noted that they've retained all their clientele, thus far.
- Abraham & Gaffney's relationship with Montcalm County was also discussed.

**Public Comment:** None

**Action Item #1: Donations**

MOTION made by E. Sensoli, SECONDED by TJ Helfferich to approve and acknowledge the presented 2017 August donations of \$2,948.64.

Discussion: None

All Ayes: 5-0

**Action Item #2: Approval of 2018 Budget for the Chelsea District Library**

MOTION made by J. Wilczynski, SECONDED by E. Sensoli to approve the 2018 Budget for the Chelsea District Library. Discussion: None

All Ayes: 5-0

**Discussion Item #1: Closed Session Minutes Appeal**

MOTION made by E. Sensoli, SECONDED by A. Merkel to move Discussion Item #1 to Action Item #3. Discussion: Lori reiterated that the reason we went into Closed Session was to consider material exempt from disclosure by statute, including library records that are exempt from disclosure pursuant to the Michigan Library Privacy Act.

All Ayes: 5-0

**Action Item #3: Closed Session Minutes Appeal**

MOTION made by A. Merkel, SECONDED by E. Sensoli to not approve Patron Appeal 2017-1 requesting access without a court order to the July 17, 2017, Closed Session Minutes, which were approved on August 15, 2017. Discussion: None

All Ayes: 5-0

**Committee Reports**

**Policy Committee** – There is a meeting scheduled for 9-22 to review 3 policies.

**Finance Committee** – Next meeting will be 10-26.

**Personnel Committee** – TJ will organize soon.

**Nominating Committee** –

**Fundraising Committee** –

**Public and Board Comment:** None

**Other Items:**

WEMU's Jeremy Baldwin, who hosts the Roots Music Program, gave the Song Fest a plug on 9-16 and followed it with a Paul Burch song.

**Adjourn:**

MOTION made by J. Wilczynski, SECONDED by TJ Helfferich to adjourn the meeting at 7:44 p.m.

All Ayes: 5-0

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Janice L. Carr, Board Secretary

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Date