

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

Tuesday, August 20, 2019 6:45 p.m.  
Meeting Location: McKune Meeting Room

**Trustees in Attendance:** S. Lackey, TJ Helfferich, E. Sensoli, A. Merkel, J. Carr, & G. Munce.

**Trustees Absent:** C. Taylor

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

**Guests:** None

**Welcome and Call to Order**

S. Lackey called the meeting to order at 7:25 p.m. and each trustee and library employee shared what book they are currently reading (This is a new, fun addition that Susan would like to have open each board meeting).

**Agenda Review, Additions, and Approval**

MOTION made by TJ Helfferich, SECONDED by E. Sensoli to approve the agenda, as amended. Discussion: Added 2020 Budget as Discussion Item #1.

All Ayes: 6-0

**Compulsory Segments:**

**Minutes and Approval of Checks**

MOTION made by J. Carr, SECONDED by G. Munce to approve the minutes of the July 16, 2019 Board Meeting. Discussion: None

All Ayes: 6-0

MOTION made by J. Carr, SECONDED by G. Munce to approve the minutes of the August 7, 2019 Special Meeting of the Board. Discussion: None

All Ayes: 6-0

MOTION made by E. Sensoli, SECONDED by A. Merkel to accept the General Fund Operational checks for July, 2019. Discussion: None

All Ayes 6-0

MOTION made by E. Sensoli, SECONDED by J. Carr to accept Financial Reports for July, 2019. Discussion: None

All Ayes: 6-0

**Director's Report Update:**

L. Coryell update:

- Lori reported that Shannon Powers has been promoted to Head of Information Services to replace Keegan, who is leaving CDL at the end of August for a position in Troy.
- Two other changes within that department have occurred, as well: Margaret Loebe will move from part-time Librarian to full-time and Marissa Lasoff-Santos has resigned to pursue other professional opportunities.
- There is no new information on our search for a new Network Administrator. The position is currently posted through the end of August 22.
- The millage passed and the official results are in the packet under Communications.
- Upcoming events include:
  - Song Fest on September 14.
  - Apron Strings Exhibit, Sept. 4-Oct. 17.
  - In-Service is Friday, August 23 and the library will be closed.
  - Staffed Dedication Ceremony is Sept. 5 in the Reading Garden.

**Strategic Plan Update:**

- Art market on the lawn during the Summer Festival was a smashing success; especially cool was the fire-breathing dragon.
- Gary mentioned how much the artists appreciated being on the library lawn, as opposed to Middle St.

**Friends Report Update:**

- Jan reported that the Friends did very well selling DVDs on the lawn during the Summer Festival.
- The Friends will be wearing fancy aprons for book sales during the Apron Strings Exhibit at the library.
- Job descriptions are in their final draft and should be finished at the Sept. meeting.

Other Reports Notes: Gary reported that Trinh Pifer has been announced as the Chelsea Chamber Citizen of the Year, with Bob Pierce and Nadine Anderson awarded the 2019 Lifetime Achievement Award.

**Public Comment:** None

**Action Item #1: Donations**

MOTION made by E. Sensoli, SECONDED by A. Merkel to approve and acknowledge the presented 2019 July donations of \$90.00.

Discussion: None

All Ayes: 6-0

**Discussion Item #1: 2020 Budget**

**Committee Reports:**

**Policy Committee –**

**Finance Committee –** Minutes in packet. Kerry is working through old outstanding checks.

**Personnel Committee –**

**Nominating Committee –**

**Community Outreach Committee –**

**Public and Board Comment:** None

**Other Items:** None

**Adjourn:**

MOTION made by J. Carr, SECONDED by E. Sensoli to adjourn the meeting at 7:58 p.m.

All Ayes: 6-0

TJ Helfferich (Pres. Elect) in Anne's absence

9-17-19

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Anne Merkel, Board Secretary

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Date