

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

Tuesday, January 19, 2016 6:45pm
Meeting Location: McKune Meeting Room

Trustees in Attendance: Elizabeth Sensoli, Jerry Wilczynski, Robin Wagner, Jan Carr, Charlie Taylor, Anne Merkel, Susan Lackey.

Trustees Absent: None

Staff: Director Lori Coryell and Interim Director Linda Ballard, T. Lancaster.

Guests: Jim Pruitt – Chelsea Update, TJ Helfferich, Judge Richard Conlin, Mary Budzinski and Dawn Caplis.

Welcome and Call to Order

E. Sensoli called the meeting to order at 6:45 p.m.

Agenda Review and Additions

1. Trustee retirement party

MOTION made by J. Wilczynski, SECONDED by R. Wagner to approve the agenda as amended. Discussion: None All Ayes: 5-0

Swearing in of new trustee:

Honorable Richard E. Conlin, Chief Judge of 14A District Court presided over the swearing in of Anne Merkel the new Chelsea District Library trustee from the City of Chelsea, Susan Lackey the new At Large Chelsea District Library trustee (Sylvan Township) and TJ Helfferich the new At Large Chelsea District Library trustee (City of Chelsea). A. Merkel and S. Lackey's terms will start immediately and T. Helfferich will start at the February board meeting.

Compulsory Segments:

Minutes and Approval of Checks

MOTION made by R. Wagner, SECONDED by J. Wilczynski to approve the minutes of the December 15, 2015 Board Meeting. Discussion: None All Ayes: 7-0

Trustee A. Merkel left.

MOTION made by R. Wagner, SECONDED by C. Taylor to accept the General Fund Operational checks for December 2015. Discussion: None All Ayes: 6-0

Interim Director's Report Update:

- L. Ballard gave an update: The Civil War exhibit will be ready for viewing February 1st, with the grand opening Saturday, February 6th at 11:00 am. This is also book sale day and Chocolate Extravaganza in Chelsea.
- E. Meloche was given some old birth/death records from Sylvan Township and wanted to pass on to the other trustees that if their townships have any old records on hand, she would be happy to store them and use for our local history projects.
- The board commented on L. Ballard's report on how important the Library Aides are.

- Update on SB 571 – the governor has signed the bill, but others are already working on changing this bill.

L. Coryell update:

- Everyone should have received the email update on SB 571 – a copy of the email was handed out.
- The 2015 Makers space money has been spent and M. Bell & J. Zubik have been to Beach Middle School to work with the science classes of Mr. Riedel on learning how to program the “Finches”.
- E. Sensoli requested that all the major programs be reported out separately so it is easy to see all the expenses & detail for each program, since expenses can be in many different parts of the budget.
- The board asked L. Coryell how things were going. Things are going well – the State Aid report was filed on Monday, looking at the next strategic plan for 2017-2019. L. Coryell would like to attend meetings at the townships/city and asked that the trustees help her plan this. She will be meeting with the Mayor Jason Lindauer soon and attending Rotary next Tuesday. After meeting with our investment advisor, she has invested in 2 more bonds.
- R. Wagner asked what the biggest differences have been between her old job at Ypsilanti and Chelsea. Funding is one – Ypsilanti was day to day and Chelsea’s is long term.

Public Comment:

None

Action Item #1: 2016 Board Officers

MOTION made by C. Taylor, SECONDED by R. Wagner to approve the presented 2016 Board Officers: President—Jerry Wilczynski, President-Elect—Charlie Taylor, Treasurer—Elizabeth Sensoli, Secretary—Jan Carr. Discussion: None All Ayes: 6-0

New president Jerry Wilczynski took over the meeting. J. Wilczynski thanked L. Ballard for her work as Interim director and welcomed L. Coryell. C. Taylor is excited about the new board members and thanked R. Wagner for his work on the board.

Action Item #2: 2016 Board Committees

MOTION made by R. Wagner, SECONDED by E. Sensoli to approve the presented 2016 Board Committees. Discussion: None All Ayes: 6-0

Action Item #3: Donations - December

MOTION made by C. Taylor, SECONDED by J. Carr to accept and allocate the general donations for December 2015 in the total amount of \$415.00 and acknowledge \$3,600.00 that has already been allocated and move these to the 2016 budget. Discussion: None All Ayes: 6-0

Discussion Item #1: 2016 Budget Adjustment

M. Budzinski has requested that the board make an adjustment to the 2016 budget with the library receiving the \$9,000.00 grant from the Michigan Humanities Council that K. Sulecki received. We try to put any expected grants in the budget but this one was after the budget process and it needs to be reflected in the income and expense sides. We ask that this be moved to action.

MOTION made by E. Sensoli, SECONDED by C. Taylor to move the presented 2016 Budget adjustment to action. Discussion: None
All Ayes: 6-0

Action Item #4: 2016 Budget Adjustments

MOTION made by C. Taylor, SECONDED by E. Sensoli to approve the presented 2016 Budget adjustment adding the \$9,000.00 grant to the income & expense lines. Discussion: None
All Ayes: 6-0

Discussion Item #2: Chelsea District Library 10 Year Anniversary

E. Sensoli led discussion on our 10 year anniversary in the new building in November. Staff thought it would be better to do the celebration in August possibly the 18th, after Sounds & Sights and before the fair, maybe with a band & food. Since people are used to activities on Thursday nights, it would gather a larger crowd. Staff can handle the preparations with help from any board members or Friends who would like to volunteer.

Discussion Item #3: Trustee Retirement Party

E. Sensoli asked for a date when the board could attend a party for our three retiring board members. R. Wagner will be out of town during this period, but E. Sensoli will check with Gary Zenz and Susan Brown about February 1st at the Chelsea Alehouse, starting around 6:00 pm.

Committee & Friends Reports

Friends of the Library – L. Ballard reported for the Friends. The Friends annual membership meeting is Saturday, January 30th at 10:30 am in the McKune room. Gary Munce is on the ballot for President, their 1st regular board meeting will follow after some refreshments. J. Carr reported that about 6,000 books are donated each month and about 10% of these go to the online seller – Books by Chance. The January sale brought in \$850.00

Policy Committee – No Report

Finance Committee – No Report

Personnel Committee – No report

Nominating Committee – No report

Public and Board Comment:

None

Other Items:

None

Adjourn:

MOTION made by C. Taylor, SECONDED by E. Sensoli to adjourn the meeting at 7:30 p.m.
All Ayes: 6-0

Janice L. Carr

2-16-16

Janice L. Carr, Board Secretary

Date