

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

Tuesday, September 18, 2018 6:45pm
Meeting Location: McKune Meeting Room

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

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

Guests: None

Welcome and Call to Order

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

Agenda Review, Additions, and Approval

MOTION made by E. Sensoli, SECONDED by TJ Helfferich to approve the agenda as presented. Discussion: None All Ayes: 7-0

Compulsory Segments:

Minutes and Approval of Checks

MOTION made by J. Carr, SECONDED by G. Munce to approve the budget hearing minutes from the August 21, 2018 Board Meeting. Discussion: None

All Ayes: 7-0

MOTION made by E. Sensoli, SECONDED by TJ Helfferich to approve the minutes of the August 21, 2018 Board Meeting. Discussion: None

All Ayes: 7-0

MOTION made by E. Sensoli, SECONDED by J. Carr to accept the General Fund Operational checks for August, 2018. Discussion: None All Ayes 7-0

MOTION made by S. Lackey, SECONDED by E. Sensoli to accept Financial Reports for August, 2018. Discussion: None All Ayes: 7-0

Director's Report Update:

L. Coryell update:

- Lori noted that Trustee Gary Munce was named the winner of Chelsea's 2018 Lifetime Achievement Award.
- Noted that the staff in-service day was a terrific success and feedback on the workshops had been very positive.
- Elizabeth asked about the library's booth at the Chelsea Fair and whether Lori thought it was productive. Lori said that it went very well and that she did a story time and helped make a lot of clothespin pigs.

Strategic Plan Update:

- Lori read highlights from the Strategic Plan Update in the packet.
- The little free library for the high school is done and being painted. Jan suggested that the kids running the little library should come pick from the books that didn't sell at the Friends' book sale when they are ready to stock the little library.
- Charlie noted that the library's use of and adherence to the strategic plan is nothing short of remarkable and complimented Lori and staff for documenting and striving to follow the plan.

Friends Report Update:

- Jan gave the Friends update, noting that they are currently revising and updating their email list.
- Membership drive kicks off October 1.
- Friend's Tea Party is scheduled for October 24, over National Friends of the Library Week.
- The Friends are now using a work plan for meetings and book sales.

Other Reports Notes: None

Public Comment: None

Action Item #1: Donations

MOTION made by S. Lackey, SECONDED by J. Carr to approve and acknowledge the presented 2018 August donations of \$2,355.00.

Discussion: None

All Ayes: 7-0

Action Item #2: 2019 CDL Budget Approval

MOTION made by E. Sensoli, SECONDED by A. Merkel to approve the Chelsea District Library's 2019 budget, as presented at the August budget hearing meeting. Discussion: None.

Roll call vote to accept budget: J. Carr-Aye, G. Munce-Aye, C. Taylor-Aye, S. Lackey-Aye, TJ Helfferich-Aye, E. Sensoli-Aye, and A. Merkel-Aye.

All Ayes: 7-0

Discussion Item #1: Millage

- JoAnn Munce and Anne Merkel are co-chairing the campaign and will be meeting with Shirley Bruursema in Lansing on October 10 to discuss the library's campaign.
- Anne said she and JoAnn are in the process of building a campaign committee.
- Anne said post cards and phone calls to core supporters reminding them to vote were good techniques in the past.
- Charlie suggested talking to merchants and putting up fliers in their windows.

Committee Reports

Policy Committee – Jan asked Lori to look over the policies and alert her to any that may need attention.

Finance Committee –

Personnel Committee –

Nominating Committee – Susan noted that she will be scheduling a meeting soon.

Fundraising Committee –

Public and Board Comment: None

Other Items: None

Adjourn:

MOTION made by J. Carr, SECONDED by A. Merkel, to adjourn the meeting at 7:29p.m.

All Ayes: 7-0

Anne Merkel

Anne Merkel, Board Secretary

10-12-18

Date