

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

Tuesday, July 19, 2022 6:45pm
Meeting Location: McKune Room

Trustees in Attendance: TJ Helfferich, J. Carr, S. Lackey, P. Garcia, & C. Taylor.

Absent: A. Merkel & G. Munce.

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

Guests: Gary Munce, over Zoom, as a non-participating board member.

Welcome and Call to Order

TJ Helfferich called the meeting to order at 6:48 p.m. She also thanked Lori and Virginia for their presentation the night before at the city council meeting, concerning Mobile CDL.

Agenda Review, Additions, and Approval

MOTION made by C. Taylor, SECONDED by J. Carr to approve the agenda, as submitted. Discussion: None

All Ayes: 5-0

Presentation: Shannon Powers on the 1st Amendment

- Shannon noted the national rise of book challenges and went into a power point presentation about how possible challenges have affected Chelsea District Library and how we've crafted our policies, as a result.
- A brief discussion ensued and the trustees all thanked Shannon, noting that the presentation was excellent.

Compulsory Segments:

Minutes and Approval of Checks

MOTION made by C. Taylor, SECONDED by S. Lackey to approve the minutes of the June 21, 2022 Board Meeting, as amended. Discussion: None

All Ayes: 5-0

MOTION made by S. Lackey, SECONDED by C. Taylor to accept the General Fund Operational Checks for June, 2022. Discussion: TJ asked about the negative amounts and Kerry explained that was for lost/damaged items.

All Ayes: 5-0

MOTION made by C. Taylor, SECONDED by S. Lackey to accept Financial Reports for June, 2022. Discussion: None

All Ayes: 5-0

Director's Report Update:

L. Coryell update:

- Lori noted the information shared in her board report and also shared that her and Linda will be attending a webinar on sustainability tomorrow.

Friends Report:

- Terri Bollinger has announced that she will be making a donation to Mobile CDL through the Friends in Jamie Bollinger's memory.

Other Reports Notes: None

Public Comment: Gary Munce thanked Shannon for the presentation and urged fellow board members to read the policies on collections. He also gave a Mobile CDL update and thanked Lori for sending out handwritten Thank You cards to all the Mobile CDL donors.

Action Item #1: Donations

MOTION made by J. Carr, SECONDED by P. Garcia to approve the library's June donations. Discussion: None.

All Ayes 5-0

Action Item #2: Salary Survey Recommendation on Ranges

MOTION made by J. Carr, SECONDED by S. Lackey to allow the library to move the ranges, as recommended by the survey, to keep up with cost-of-living changes, as amended. Discussion: Susan asked that the words "nationally recognized" be added in front of "cost-of-living adjustments."

All Ayes 5-0

Action Item #3: Budget Hearing Notice

MOTION made by J. Carr, SECONDED by C. Taylor to approve the Budget Hearing Notice, as amended, for publication before August's 2023 Budget hearing. Discussion: Chris and Linda shared that one expense line had changed slightly since the board packet was printed and supplied the updated figure and total.

All Ayes 5-0

Discussion Item #1: Mobile CDL

Lori announced that the contractor expects to have our vehicle in their garage by August.

Discussion Item #2: Staff In-Service

Lori reported that Friday, November 18, has been selected as the annual Staff In-Service date for 2022 and that much of the meeting will revolve around operational planning for Mobile CDL. She also asked that this item be moved to Action immediately, so that notification of closing for that date can appear in the Fall newsletter.

MOTION made by C. Taylor, SECONDED by J. Carr to move Discussion Item #2 to Action Item #4. Discussion: None.

All Ayes 5-0

Action Item #4: Staff In-Service

MOTION made by S. Lackey, SECONDED by P. Garcia to approve the November 18 date for the 2022 Staff In-Service. Discussion: None.

All Ayes 5-0

Discussion Item #3: Board Retreat

Lori suggested a November Board Retreat, as several trustees had shown interest in having Alan Panter from our auditor, Yeo & Yeo, come and discuss the financial responsibility of boards, and November is his preferred month for that. The possibility of combining the regular November board meeting with the retreat was also brought up.

Committee Reports

Policy Committee –

Finance Committee – Susan said that she'll be scheduling a meeting soon.

Personnel Committee –

Nominating Committee –

Community Outreach Committee –

Public and Board Comment: None

Other Items: Lori pointed out that 2024 will be the 25th anniversary of the forming of the district library, the 75th anniversary of the creation of the library Friends in Chelsea, as well as the year our bond is paid off. Charlie mentioned the fantastic SRP numbers.

Adjournment:

MOTION made by C. Taylor, SECONDED by S. Lackey to adjourn the meeting at 8:15 p.m.

All Ayes 5-0

Anne Merkel, Board Secretary

Date