



## Delta Township District Library Board Meeting Minutes Tuesday, February 20, 2018 5 p.m.

Next meeting: Monday, March 19, 2018, 5 p.m. Delta Township District Library

1. **Call to order** at 5:00 p.m.
2. **Roll Call:** Trustees present: Douglas Drake, Chair; John Gardner, Vice Chair; Tim Lyman, Trustee; Rob Spagnuolo, Treasurer; Edith Suttles, Trustee; Colleen Weinfeld, Secretary. Staff Present: Mary Rzepczynski, Library Director; Rebecca Campbell, Community Relations Assistant. Guests present: Jane Thomas, Friends of the Library; Carol Walker, Woodlands Library Cooperative.
3. **Adoption of the agenda:** Vice Chair Gardner moved to adopt the agenda as presented; supported by Trustee Suttles. Motion carried.
4. **Public Comment:** Jane Thomas reported Friends sales to be over \$6,000 for the month of January which included \$2,900 from the bookstore and \$1,590 from the book sale and memberships. eBay sales for January 16- February 15 total over \$1,500; and for the last twelve months almost \$15,000 for 777 transactions. The Friends will be having a table at the Deltaside Business Expo on Saturday, March 3.  
  
Woodlands Library Cooperative liaison Carol Walker reported on the January 18, 2018 Governing Board meeting held at the Marshall District Library. Her report included the passage of the Bath Millage, director goals and bylaw revisions, a discussion of penal fines, upcoming workshops and conferences, and a reminder that mini-grant applications can be sent in at any time. The next meeting will be March 15, 2018.
5. **Approval of Minutes:** Trustee Suttles requested an update to the minutes of January 16, 2018 to reflect that she inquired about a committee to review policies and moved to adopt the minutes as revised; supported by Treasurer Spagnuolo. Motion carried.
6. **Treasurer's Report:** Approval of Bills: Treasurer Spagnuolo presented the invoices for January 2018 in the amount of \$21,310.14 and reported the bulk of expenditures were for library materials and utilities. Secretary Weinfeld moved to approve the invoices for payment; supported by Trustee Lyman. Motion carried.
7. **Strategic Plan Update:** Director Rzepczynski presented an update on the one-year tasks which included an update on the StoryWalk, Capital Area Reads, staff observations, and the plan to bring a complete summary of the first-year of strategic plan activities to the March 2018 meeting.
8. **Director's Report:** Highlights for January included an update on staffing, the White House plan to cut all funding to libraries, and the Library of Things. Trustee Suttles inquired about liability in regards to recent reports of Instant Pot equipment failures.

*Minutes respectfully submitted by Colleen Weinfeld.*

9. **Policy Revision Discussion:** Director Rzepczynski asked how the Board preferred to have the recent policy revisions recommended by staff presented. After some discussion, Treasurer Spagnuolo suggested bringing all six of the current recommended policy revisions to the March meeting. Chair Drake concurred, and advised the Board to let the Director know if they wished to have any additional policies reviewed.
10. **Board Member Comments:** none
11. **Adjournment:** Trustee Suttles motioned to adjourn; supported by Treasurer Spagnuolo. Motion carried. The meeting adjourned at 5:31 p.m.