



Delta Township District Library Board Meeting Minutes Monday, March 19, 2018 5 p.m.

Next meeting: Monday, April 16, 2018, 5 p.m. Delta Township District Library

1. **Call to order** at 5:04 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. Guests present: Jane Thomas, Friends of the Library; Carol Walker, Woodlands Library Cooperative.
3. **Adoption of the agenda:** Trustee Lyman moved to adopt the agenda as presented; supported by Secretary Weinfeld. Motion carried.
4. **Public Comment:** Jane Thomas reported that year-to-date sales are over \$10,000 which includes eBay, bookstore sales, and the bookstore. President Thomas also reported they currently have \$31,000 in savings and the Friends treasurer is recommending an increase to the library of \$4,000-6,000 for the 2019 budget.

Woodlands Library Cooperative liaison Carol Walker reported on the March 15, 2018 Governing Board meeting held at the Marshall District Library. Her report included the finalizing of the WLC bylaws, upcoming workshops and conferences, an update on the penal fines task force, the possible switch to the 3M Cloud Reader, and the addition of the Bath Library to the cooperative. The next meeting will be May 17, 2018 in Albion.

5. **Approval of Minutes:** Treasurer Spagnuolo moved to approve the minutes of February 20, 2018 as presented; supported by Vice Chair Gardner. Motion carried.
6. **Treasurer's Report:** Approval of Bills: Treasurer Spagnuolo presented the invoices for February 2018 in the amount of \$20,473.25 and reported the bulk of expenditures were for library materials, subscriptions, office supplies, and utilities. Vice Chair Gardner moved to approve the invoices for payment; supported by Secretary Weinfeld. Motion carried.
7. **Strategic Plan Update:** Director Rzepczynski presented the complete summary of the first-year of strategic plan activities. Chair Drake requested that the board members review the materials for discussion at the April 16, 2018 meeting.
8. **Director's Report:** Highlights for February included details on the Early Childhood Literacy Event at the Hannah Center, an update on Rep. Jones' Narcan legislation, the presentation by Director Rzepczynski for the Delta Township Board, and upcoming holiday hours.
9. **Policy Revision Request:** Treasurer Spagnuolo moved that the revisions for Collection Development Policy, Donations and Gifts Policy, Elmwood Room After Hours Policy,

Minutes respectfully submitted by Colleen Weinfeld.

Room Use Policy, Safety and Wellbeing Policy, and Technology Use Policy be approved as presented; supported by Trustee Lyman. Motion carried.

10. **Board Member Comments:** none

11. **Adjournment:** Treasurer Spagnuolo motioned to adjourn; supported by Secretary Weinfeld. Motion carried. The meeting adjourned at 5:31 p.m.