



## Delta Township District Library Board Meeting Minutes Monday, August 20, 2018 5 p.m.

Next meeting: Monday, September 17, 2018, 5 p.m. Delta Township District Library

1. **Call to order** at 5 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 Representative.
3. **Adoption of the agenda:** Trustee Lyman motioned to accept the agenda as presented; supported by Trustee Gardner. Motion carried.
4. **Public Comment:** Carol Walker reported on the recent activities of the Woodlands Library Cooperative director, upcoming professional development opportunities, an update on the Penal Fines Task Force, and mentioned that her last meeting will be in September.  
  
President Jane Thomas reported that the Friends earned \$4,600 in income in July for a total of \$31,100 in savings and checking accounts. eBay sales are \$3,800 with 1,113 items currently listed. Upcoming events include the Annual Book and Bake Sale, August 23-25, and countywide recycling.
5. **Approval of Minutes:** Treasurer Spagnuolo moved to approve the minutes of July 16, 2018 as presented; supported by Trustee Suttles. Motion carried.
6. **Treasurer's Report:** Approval of Bills: Treasurer Spagnuolo presented the invoices for July 2018 in the amount of \$20,157.98 and reported the majority of expenditures were for utilities and book purchases. Secretary Weinfeld moved to approve the invoices for payment; supported by Trustee Lyman. Motion carried.
7. **Purchasing Policy:** Treasurer Spagnuolo moved to approve the Purchasing Policy as presented; supported by Secretary Weinfeld. Motion carried.
8. **3D Printer Policy:** Trustee Suttles motioned to approve the 3D Printer Policy as presented; supported by Trustee Lyman. Motion carried.
9. **Circulation Policy Revision:** Treasurer Spagnuolo motioned to approve the Circulation Policy as presented; supported by Trustee Lyman. Motion carried.
10. **Strategic Plan Update:** Director Rzepczynski reported on second year tasks.

*Minutes respectfully submitted by Colleen Weinfeld.*

11. **Director's Report:** Highlights for August included an update on Meet Up, Eat Up, staffing, summer programs, the upcoming project to replace the lobby floor, and the Volunteer Fair.
12. **Board Member Comments:** Chair Drake indicated his willingness to help arrange and/or participate in a program on the upcoming ballot initiatives.
13. **Adjournment:** Treasurer Spagnuolo motioned to adjourn; supported by Trustee Suttles. Motion carried. The meeting adjourned at 5:27 p.m.