

**Dorothy Hull Library  
Windsor Charter Township  
Library Board Minutes  
March 19, 2019**

President Robbins called the meeting to order at 6:05 p.m.

Present: Watson, Robbins, Wood, Kyler, Sanders and Wagemaker  
Excused: Snyder, Hannasch  
Absent: 0

**Public Comment:** None

**Minutes:** Motion by Watson, support Wood to approve the minutes of February 14th as corrected. (under New Business regarding time donation, replacing “in time of illness” with “as approved by the director.”  
Motion Carried.

**Reports:**

**Financial Report:** Sanders reported receiving several financial donations. She will have more on this at a later time. Several budget adjustments will be made at the next meeting. Motion by Watson, support Wood to accept the financial report pending audit. Motion Carried.

**Director’s Report:**

a. The Circulation Report was received and discussed.

b. Programming and Services: Wood and Sanders reported a favorable response from

meeting with the Holt/Dimondale Schools regarding distribution of library information. Wood also reported there is no basis for the rumor that the present Dimondale elementary school is being moved out of the district.

c. Professional Development: Wood will be attending the MLA workshop on May 14th to be held at the Delta Township Library.

d. Specific Duties List: Sanders presented a list of staff duties. More detail was requested in the areas of “monthly deposit” (when?) and “audit” (when?), “state aid” (when?)

**Unfinished Business:**

a. Community Survey: Watson reported that the survey will be color coded according to the areas in which it will be delivered. April is the projected date for distribution. There was some discussion whether to include it in the Flashes circular as well as The Country Journal. Kyler reported that the Country Journal is not delivered to her area south of Rossman. She will check with the Community News editor to determine the boundaries of each.

b. B.S. Eagle Project: Discussion was held on the removal of the bushes.

**New Business:**

a. Eaton County Parks Department trailer - Sanders reported they are outfitting a “Go, Play, Explore” trailer for library, etc. use.

Watson left 7:15 p.m.

b. Sanders will contact Abrams Planetarium for possible resources for the summer reading program. There was much discussion over the popularity of the “Llama, Llama” program.

c. By-laws Review and Policy Review and Development:

Motion by Wood, support Kyler to table these for the next meeting. d. The Building Committee will meet April 9th at 11:30 a.m.

**Adjournment:**

Motion by Wood, support Kyler that the meeting be adjourned. Motion Carried. Meeting Adjourned 7:35 p.m.

Respectfully submitted, Inge Kyler

Motion by Wood, support Watson to adjourn. Motion Carried. Respectfully submitted,

Inge M. Kyler Secretary