

Dorothy Hull Library
Windsor Charter Township
Board Meeting Thursday, September 9, 2021

Minutes

Present: Watson, Runels, Robbins, Wood, Kyler, Sanders, Wagemaker

President Watson called the meeting to order 6:00 p.m.

Public Comment: None

Addition to the Agenda: Motion by Runels, support Kyler to add the following to the agenda under New Business: (1) Millage Discussion (2) Creation of a Fundraising Committee.

Note: Gould arrived 6:10 p.m.

Minutes: Motion by Wood, support Runels to approve the August 12th minutes with the amendment under New Business "\$15,000 increase in the base each year from the township for the next five years." Motion Carried 6-0.

President's Remarks: President Watson read a letter reflecting her concerns and thoughts.

Reports:

a. Financial Reports: There was discussion regarding the various accounts and their intended uses. Motion by Gould, support Robbins to approve the August Financial Reports pending audit. Motion Carried 6-0. Sanders reported that the State Aid has been received and was close to what she had anticipated.

Old business:

a. ARPA Grant proposal status: Sanders reported we are still waiting for legislative action. We are among 61 projects in the pool. Monies awarded have to be spent by September 30, 2022.

b. Library establishment status: A detailed letter was received from the Library of Michigan concerning the establishment of our library which was established under the City Village Township Library Act of 1877 PA 164. Discussion. This will be discussed further at the next board meeting.

c. Circulation Policy Revision. Motion by Runels, support Robbins to approve the amendment to the Circulation Policy with the removal of the word "standard" in the third line. Motion Carried. 6-0.

There was discussion regarding the current status of some policies on the web site.

d. Report on meeting with the Township Supervisor: There was discussion on how to keep the Township Board better informed on library activities, programs and expenditures. Watson proposed providing them with regular written reports. It was also concluded that we cannot change our structure due to the fact that we are a six-member elected board under PA 164 of 1877. Further discussion.

New Business

a. Deb Szejda retirement. Szejda will be retiring the first of October. The Board expressed appreciation for her years of service.

b. State Police request: Wood said the Michigan State Police are looking for suggestions for a local community project. This request was referred to the Community Engagement Committee.

c. Millage and fundraising: Gould, Watson and Runels agreed to serve on the Fundraising committee for special projects. It was determined that all we need do if we pursue a dedicated millage is to ask the township to put it on their ballot. Watson reported that the Eaton Rapids library director has agreed to meet with us to discuss the millage process since their successful 2019 millage election.

Information, Announcements, etc.:

(a) Library Director's Report:

Lynn Kennedy-Moule has been hired as a new library assistant following Deb Szwejdja's retirement Oct 1. She is a retired elementary school teacher and regular library patron. She will work 8 hours per week, primarily our early shift of 10-2.

The library is now on Instagram. Other social media platforms are being explored. Holt Public Schools has been reposting our events regularly. Sanders is looking into methods to advertise home delivery as numbers have dropped since the pandemic began.

(b) Circulation report: Circulation has been good. There was discussion on passes available to the public to the zoo and Eaton County Parks. Discussion, also, on hotspots.

(c) Committee Reports:

1. Community Engagement: The Library's 70th birthday party is scheduled for October 2 from 10 a.m. to 12 noon. Needed equipment and volunteers were discussed.

2. Finance Committee: No report available at this time.

Communications:

a. Letter from Cathy Daniels. Following much discussion, the request for a raise and wording regarding personal leave was referred to the Finance Committee.

Adjournment:

Motion by Wood, support Runels, to adjourn. Motion carried. 6-0.

Adjournment: 8:00 p.m.

Respectfully submitted,

Inge M. Kyler
Secretary