

**Dorothy Hull Library  
Windsor Charter Township  
Library Board Minutes  
August 11, 2022**

Present: Watson, Kyler, Robbins, Reznick, Sanders

Also present: Gloria Sabourin, Jamie Wegryn-Jones, Vinnie Travino

Excused Absence: Gould, Runels, Wagemaker

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

**Public Comment:** None

**Minutes:** Motion by Robbins, support Reznick to approve the July 14th, 2022 minutes as presented. Motion Carried. 4-0

**Financial Reports:** Sanders said some of the transactions regarding the handicapped door openers project will require budget amendments that will be prepared for the September meeting. The University of Michigan is reimbursing Wagemaker \$770 for her expenses in building the little free library as part of the Next Level Leadership course last year. Motion by Reznick, support Kyler to approve the July Financial Reports pending audit. Motion Carried. 4-0

There was discussion on the possible feasibility of patrons being able to donate to the library using the library's Amazon account and a wish list. Sanders will investigate.

The 2021 audit has been received. Board members received electronic copies with their meeting materials.

**Old Business:**

**a) Millage discussion.** Sabourin reported that the CFDHWTl committee now has fifteen members and an account balance of approximately \$5,000 to be used in implementing a community survey, (flyers, brochures, etc.) At the Farmer's Market on Thursdays, public response to the library has been positive. Games night at Dimes was a success. There was discussion on having a small committee meet with the township to address concerns and what the township considers their role in supporting the library in the future. The need for a financial consultant was stressed. More facts and figures need to be prepared to avoid a millage failure. Other needed documents include, a strategic plan to project how many employees may be needed in the future if the millage is successful, the need for a new or different building within the next ten years, risk assessment, and what to do with the building, should the millage fail and the library needs to close.

**b) The MTA Par Grant Plan grant** was successful and the money was received today.

**c) No report yet on the Library Services and Technology Act grant application.**

**d) Board vacancies.** Kyler is retiring August 20th. She will be replaced by Lynda Meade. A replacement is being sought for Robbins who also plans to retire. It will be necessary for Reznick and Meade to be write-ins on the November ballot as the deadline for filing was in April. Reznick replaced Wood who retired last spring.

**e) Sanders is looking into a grant for \$1,500 to cover people counter equipment.**

**New Business:**

**a) Sanders stated that outreach from the Eaton Rapids Area District Library is supportive of the millage effort and also seeks to explore ways to support us in the event the 2023 millage is unsuccessful. Watson referred the matter to the Finance Committee, along with Sanders and Wagemaker, to explore and report back to the board. Sanders will inform the ERADL director.**

**Information, Announcements, etc:**

**a) Director's report:** A form was presented to use in the event that library material challenges occur. This is an operational support to the existing Collection Development Policy. There has been no success as yet in finding another part-time employee. The need is for someone to work at least ten hours a week. Seventy-five patrons visited the library last Tuesday alone. Extra help is greatly needed. Sabourin said their committee would be available to help staff giving out library cards at the Farmers Market.

**i) Repair work and project bids:** Nothing to report.

**c) Circulation report:** Circulation has increased. There still has been an issue with the Wi-fi software.

**Committee Reports:**

**a) Finance committee:** Robbins said the library could function until 2024 if it did not purchase any new materials and held firm on existing wages. It was questioned whether or not existing staff would stay if wages remained unchanged. It was also questioned whether or not the township would provide any additional funding.

**b) Strategic Planning Committee:** The committee was not able to meet but will do so shortly.

**Communications:**

The draft response from Anne Seurnyck, Foster Swift & Collins was received and discussed.

**Public Comment:**

Wegryn-Jones expressed concerns regarding the township's position regarding the library and supports a small committee meet with them to address their concerns.

**Adjournment:**

Motion by Robbins, support Kyler to adjourn. Motion Carried. 4-0.

Adjournment: 7:40 p.m.

Respectfully,

Inge M. Kyler  
Secretary