

Dorothy Hull Library  
Windsor Charter Township  
Library Board Minutes  
June 9, 2022

Present: Watson, Kyler, Runels, Robbins, Reznick, Gould, Sanders, Wagemaker  
Public Present: Gloria Sabourin, Jamie Wegryn-Jones

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

**Public Comment:** None

**Minutes:** Motion by Runels, support Robbins to approve the May 26, 2022 minutes. Motion Carried 6-0.

**Financial Reports:** Sanders will be preparing a budget amendment to address the donations received for summer reading. Regarding discussion and renewal of two CDs the following motion was made: Motion by Gould, support Runels that the Flagstar Bank CD be renewed for six months and that the Eaton Community CD be discussed at the next meeting. Motion Carried 6-0.

Motion by Kyler, support Gould that the May financial reports be approved pending audit. Motion Carried 6-0.

**Old Business:**

- a. Millage discussion: Gloria Sabourin, from the CDHWT Committee, reported that \$4400 has been received from donations and will be used in part for a door-to-door survey within the Township. The Committee's goal is to reach at least 38% of the township. A plat map will be utilized for that purpose.
- b. Michigan Townships Association/Par Plan grant: Sanders is working on it and the process is moving forward.
- c. Library Services and Technology Act grant application: Application has been submitted for a total project cost of \$25,935 for solar benches in Dimondale parks. Results are pending following the grant award announcement in August.

**New Business;**

- a. People Counter: Sanders is looking for a grant to cover the cost of a counter (of persons entering the library) that would be mounted overhead in the vestibule. Power needed for the handicapped door opener could also power the people counter, and an ethernet cable will be needed. Drake Electric can pull the ethernet cable at the same time as the power is run to the library entrance for little or no additional cost, which will be covered by the library's funds. No cameras will be utilized as the counter is thermal and senses action without the use of one. Discussion. Sanders said a count is mandated by the State of Michigan as part of the state aid report, required to qualify for state aid.

**Information, Announcement, etc:**

- a. Library Director's report: (1) A report was submitted listing return on investment benefit of Coop membership 2021-2022. (2) Wendy Guilfoyle will not be available on a regular basis after

August. Sanders is looking into someone from another library who might desire more hours. (3) Repair work & project bids - The gutters have been cleaned and repaired, something that has not been done for a long time. The cost was \$150.

b. Circulation report: The report does not reflect the 85 kindergartners that visited recently.

c. Committee reports: (1) Finance committee report – tabled until July (2) Strategic planning committee – Gould agreed to be a member of this committee. Reznick is seeking more members to be part of this committee.

**Communications:**

a. Discussion of comments by Jackie Wood. Upon reviewing the letter there was agreement that many of the issues mentioned either have been or are being addressed in various ways, such as the CDHVVT Committee preparing a survey, etc. Discussion upon a Friends of the Library group. This is something the Board cannot create. It must be instituted by volunteers. Also, as indicated previously, any problems or dissension with the Township should be referred to Watson. The Board acknowledged that a positive relationship with the Township and Committee is to be desired and necessary if a millage for the library is to succeed. (Also, it should be noted that the COVID pandemic affected much of what could or did take place as far as public participation.)

**Public Comment:** Jamie Wegryn-Jones of the CDHVVT committee questioned how many people come to the library for other issues besides checking out books? Sanders said that out of 1500 people who have library cards, a little more than half actually check out books from the building. We do not have detailed data on users of our average 300 e-books circulated per month, but we know that many e-book users do not visit the library in person. Many who enter the library are there to use the copier, need a notary or the computer, or a reference question answered, or attend a program. Discussion on staffing. “Could just one staff person at a time man the library, therefore making the possibility of extending hours feasible?” Safety issues are a major concern if only one person is available, as is overall workflow and workload. Many essential tasks are not visible to the public and are not obviously related to circulation. Reznick offered to study other libraries this size for staffing comparisons.

**Adjournment-** Motion by Runels, support Reznick that the meeting be adjourned. Motion carried 6-0. Adjournment 7:15 p.m.

Respectfully submitted:

Inge M. Kyler,  
Secretary