

DOROTHY HULL LIBRARY WINDSOR CHARTER TOWNSHIP
405 W. JEFFERSON ST, DIMONDALE, MI 48821
BOARD MEETING MINUTES

September 21, 2023

6:25 p.m. Meeting called to order by President Reznick

President Reznick led the Pledge of Allegiance.

Roll Call: Meade, Tardino, Gould, Watson, Runels and Reznick

Also present: Interim Library Director Kate Gillham, staff member Hanna Sherman, member of the public Gloria Sabourin.

Public Comment: Gloria Sabourin presented a letter 4:30 expressing her desire to join the Board as a member when the next vacancy occurs.

Approval of Agenda: Motion to approve the September 21, 2023, agenda by Runels, second by Gould. Approved unanimously.

Approval of Minutes: Motion by Gould, second by Meade to approve the minutes with corrections. Approved unanimously.

Inservice: A presentation was made by Megan West of Burnham and Flowers Insurance Agency explaining the benefits of the par-plan insurance policy. It was then explained that the Library was underinsured for property and content in the case of a catastrophic event. The board recommended a 60% increase in building coverage and a 28% increase in content coverage.

Current Financial Status: With the implementation of the approved millage assessment the Library will be on a secure financial footing for the first time in several years. Discussion ensued on combining several CD's which are maturing shortly into on CD with a higher return rate. The final resolution will be presented at the October meeting. State Aid came in higher than expected.

Old Business:

- A. Circulation Policy: the new policy is in effect and the response has been positive.
- B. Bylaws Change: Motion to accept proposed changes to the bylaws by Watson, second by Gould, approved unanimously.
- C. Volunteer Policy: Reviewed and discussed. Motion to accept the Volunteer Policy as presented made by Watson, second by Gould. Approved unanimously.

New Business:

- A. Insurance: Motion to accept the policy as currently presented as we wait for the proposed changes made by Tardino, second by Watson, approved unanimously.
- B. Budget: Motion to accept the budget as presented by Trustee Meade made by Watson, second by Gould, approved unanimously.
- C. Millage Resolution: the millage resolution was read in total and discussed. Motion to approve the resolution made by Reznick, second by Meade.
Roll Call:
Meade – yay
Tardino – yay
Gould – yay
Watson – yay
Runels – yay
Reznick – yay
Approved unanimously.
- D. 2023 Holidays: Interim Library Director Gillham proposed a change for the remainder of the 2023 holiday schedule. Motion to close the Library on November 11, 23, 24 and 25th made by Reznick, second by Runels, approved unanimously.

Information, Communication, etc.

- A. Interim Library Directors Report:
 - a. Staff is working on October Programs and the statewide “Great Read Michigan”.
 - b. Emphasis is on Library card sign up for September.
 - c. Two new desktop computers were installed with grant money from the Woodland Co-op.
 - d. The Eastman family donated funds to purchase Canva graphic art application.
- B. Committee Reports:
 - a. Finance – \$2,000.00 grant was received from Woodland’s Co-op to cover legal fees.
 - b. Strategic Plan – Updated document reviewed.
 - c. Human Resources – The committee has drafted the Library Director’s contract to be presented to the Board in October. The contract will be reviewed on an annual basis.
 - d. Facilities – The Library has lost a tree, Tardino cleaned it up.

e. President's Report – Thank you letters have been mailed.

Public Comment: Board member Tardino announced his resignation from the board. The Board discussed Ms. Sabourin's letter of interest. Motion to appoint Gloria Sabourin to the Board made by Watson, second by Meade, approved unanimously.

Motion to adjourn made by Runels, second by Reznick, approved unanimously at 7:50.

Submitted by Richard Runels, Recording Secretary