DORR TOWNSHIP LIBRARY

**BOARD OF TRUSTEES**

**MEETING**

**Dorr Township Library**

**Date: February 17, 2020**

**7:00 P.M.**

## MINUTES

**Meeting was called to order at 7:05 pm by Rachel Vote, President.**

**Pledge of Allegiance:**  Was said.

**Roll Call: Present-** Rachel Vote, Carrie Brooks, Marcia Brock, Sara Rydman **Absent-** Tara McMillin. Elyshia Hoekstra, Library Director, was also present. 7 visitors.

**Approval of the Agenda:**  Vote motioned to approve the amended agenda, seconded by Brooks. All yes, motion carried.

**Approval of the Minutes:** Rydman motioned to approve the December 16, 2019 and January 7, 2020 meeting minutes, seconded by Vote. All yes, motion carried.

**Public Comment:** None.

**Director’s Report**: Director Hoekstra provided a report of information about library programming and events during the preceding months of December 2019 and January 2020 and upcoming events. She also provided reports on meetings attended by the Director, grant applications, building issues, and ongoing library functioning.

* Programs – January 2020 – fees now applied with some programs and are collected at time of sign-up. Mixed participation. February programs have greater response, some classes to capacity.
* Statistics – December – checkouts down in all categories which was expected when collections were frozen. January – checkouts improved.
* Library Open House – Saturday February 22, 2020 from 10:00 am until 2:00 pm will highlight resources, programs and events the library offers. Friends of the Dorr Township Library have volunteered to provide and serve light refreshments.
* Millage – Huge effort provided by the library staff and Friends group to secure funding and support for the millage. Distributed flyers to local businesses. Donations received by some businesses. Fundraiser sponsored by 5 Lakes Brewing on February 9th with silent auction by the Friends Group. DBA will donate the cost for mailing one millage informational flyer to residents of Dorr in February.
* Three Lakeland meetings, Mrs. Zondervans 3rd grade class at Dorr Elementary to talk about a library millage. Several students chose the library millage to write a persuasive essay. February 18, 2020 attending Early Childhood Night at Dorr Elementary with Friends group.

**Township Board Meeting:** The next meeting is February 27, 2020. Vote will attend the meeting at 7:00 pm and the township budget meeting at 6:00 pm

**Committee Reports:** None

### OLD BUSINESS:

1. Acknowledge letter of resignation from trustee Jen Klug at January 7th meeting. Accept resignation of trustee Klug.

**NEW BUSINESS:**

1. Officer election – no policy in Dorr Trustee By-laws regarding election of new officers due to a resignation of a trustee. Michigan Trustee Manual 2017 suggests rotation of officers as beneficial when deemed necessary. New officers: President-Rachel Vote, Vice-President-Sara Rydman, Secretary-Carrie Brooks, Treasurer-Marcia Brock.
2. Mailing Credit – DBA has approved donation to library for printing and mailing.
3. Budget proposals for 2020-2021 – review with and without millage
4. Audit Contract – Accept audit contract. Township uses same firm. Director has good relationship.

**Adjournment: vote** motioned, Brooks seconded to adjourn at 8:02 pm. All yes. Motion carried.

**Next regular meeting: March 16, 2020** at 7:00 p.m. at the library.

Submitted by Sara Rydman.