

DORR TOWNSHIP LIBRARY

**BOARD OF TRUSTEES**

**MEETING**

**Dorr Township Library**

**Date: December 16, 2019**

**7:00 P.M.**

Minutes

**Call to Order: 7:06**

**Pledge of Allegiance**

**Roll Call: Marcia, Present: Jen, Tara, Rachel, Carrie (subbing as secretary), Elyshia. Absent: Sara.**

**Approval of the Agenda:** Revised to add new number four. Memorandum of Understanding. Vote Motioned. Carrie seconded. All yes, motion carries.

**Approval of the Minutes:** Vote motions to approve both sets. Carrie seconds. All yes, motion carries.

**Treasurer's Report:** Credit card is \$817.51. Vote motions to pay, Marcia seconds. All yes, motion carries.

**Public Comment:** Public present (four), no comments.

**Director's Report:**

Our new set of programs comes out this week. Director's report contains list of pricing, which is \$2-5. If materials are donated, the class is free.

Elyshia wants Storytime and Zooming to remain free to families. Cost is minimal, the fees we're collecting for the other crafts should cover most of it. Library will accept donations of water for Zooming.

Karen is still doing Storytime.

Yugioh Duel Club continues to grow.

Chicago Bus Trip went well. Just one bus this year. Had a short wait list, but not enough to have filled a second bus.

Winter Craft Bazaar went well.

Will be closed December 24 and 25 for Christmas, and December 31 and January 1 for New Years.

Discussed circulation stats.

**Township Board Meeting:** Township Board meeting is this Thursday. Rachel will attend.

**Committee Reports:** None.

### **NEW BUSINESS:**

1. Ballot Language – Rachel motions to approve as written. Tara seconds.

Marcia – yes, Jen – yes, Tara – yes, Rachel – yes, Carrie – yes. Carrie is subbing as secretary and will sign.

2. Millage promotion plan

- Rachel will write articles for the Town Broadcast.

- Friends of the Library want to run a Town Hall. They're looking for free venues.

- Facebook Page – Kevin will run it (his memes generated the most engagement)
- Library can do a postcard to absentee voters at the end of January (cannot say Vote Yes). Or, we can choose it by route, and get discounted postage (18 or 19 cents vs. 35 cents). The first one would be absentee voters, second and third would be by route.
- The Friends would do a mailing as well, and potentially the Yes Committee.
- DBA may be willing to help with a mailing. We're not sure if that means volunteering time or a monetary contribution.

YES Committee – required by law if we go over \$500, so we'll have to have that in addition to Friends of the Library.

Megan and Elyshia are meeting with Shirley in early January, other people can go if they want. January 2, 2020.

Elyshia is working on making contact with the Tribe to try to get a donation.

Elyshia will make a Google doc of all the business. People can go in and "claim" a business with their name if they plan to contact them for a donation for one of the three groups: the Library, the Friends of the Library, the Yes Committee. We're looking for financial contributions from the individual businesses.

Gifts to the Library is tax deductible. The Friends Group is tax deductible. The Yes Committee is *not*.

People can be on the Yes Committee and on the Friends Group.

Idea for Kevin to differentiate between the three groups on the Facebook page. Dorr to Lifelong Learning could explain the three groups.

We have to say a donation would help offset the cost of millage, but a donation to the library or the Friends group goes in the general fund. There is a line item in the budget that identifies millage expenses.

On mailings we can say "Paid for by donations to Dorr Township Library."

### 3. Discuss freezing/unfreezing collections

- Keeps coming up in public comment. Tara – Elyshia presented the data of this is how much it'll cost to make up where we were.
- Elyshia – the longer we wait, the harder it would be to make up the deficit.
- Tara's question – right now, we're here and we have a library. So these books that we're not buying, people can go to other libraries to get them. They can't get them through interlibrary loan, but they can go to the library to get them. But if we were to reverse this, we don't have a person who catalogues. The one person who was doing it is laid off. We'd rehire the employee. Lakeland recently instituted a new training plan, so we hope to get more employees trained on how to catalogue. We have a couple people signed up to take that in April. In the meantime, Elyshia let Karen come in to do special cataloguing. Elyshia does the overflow. She reallocated funds to do that.

- Suggestion to get the word out – “Dorr Patrons, we’ve frozen our collections. This is what it means to you, and this is why we did it. Also, you can donate books. We love that.”

- Keep frozen as previously voted. Will revisit after the election in March.

4. Memorandum of Understanding between Friends of Dorr Township Library and Dorr Township Library. Vote motions to approve. Brooks seconds. All yes, motion carries.

**OLD BUSINESS:**

1.

None.

**Adjournment:** Vote moves to adjourn at 8:03. Brooks seconds.

**Next regular meeting:** January 20, 2020