

**DORR TOWNSHIP LIBRARY  
BOARD OF TRUSTEES  
Dorr Township Library  
Date: January 17, 2022  
6:30 P.M.**

**MINUTES**

**Meeting was called to order at 6:32 pm**

**Pledge of Allegiance:** Was said.

**Roll Call: Present-**Carrie Brooks, Brittany Hunter, Michael Rydman, Derrick McLain, Shana Dykhuis, Jeffrey Babbitt, Director

**Absent:** Samantha Oswald

**Additions to the Agenda:** Resignation of Michael Rydman as Board of Trustee President and resignation of Samantha Oswald from the Board of Trustees

**Approval of the Agenda:** Rydman made a motion to accept the agenda with the aforementioned additions and was seconded by McLain. All yes, motion carried.

**Approval of the Minutes:** McLain made a motion to accept the minutes from November 15, 2021 and was seconded by Dykhuis. All yes, motion carried.

**Treasurer's Report: Treasurer** Hunter made a motion to pay the credit card bill in the amount of \$2,574.45 and was seconded by Rydman. All yes, motion carried.

**Public Comment:** None

**Committee Report(s):** None

**Director's Report:**

The winter craft sale on December 4, 2021 was a success. Of the vendors who participated, 16 out of 17 wanted to participate again. Karen's storytime attendance is between 5 and 10. Jen stepped in when Karen had Covid and 13 children/parents participated. Jen launched the adult book club. Craft nights are very popular and classes are full and most have a waiting list. Circulation was down in December, however, Hoopla remained steady. Ancestry was far lower, probably because it is no longer available to patrons at home, they must go to the library to utilize this service. Director Babbitt created a Google Doc to record anything positive from patrons to show the value of the library to the community. Director Babbitt has submitted and is working on some grants. There were still some problems with the lights over the circulation desk, but they have been resolved. Director Babbitt attended several meetings regarding the nationwide increase in challenges to library material. He also attended the Township Board meeting on December 23, 2021. Trustee Stanton inquired as to whether the library would consider changing the trip to a destination in Michigan. Director Babbitt attended the Allegan County Multi-Agency Collaborative Council (MACC) to discuss how the library could be of better service to the community with mental health issues. The library was closed December 24, 25 and 31, 2021 and January 1, 2022.

**Committee Report:**

None

**NEW BUSINESS:**

1. **Acceptance of Resignations** - Brooks motioned to accept the resignation of Michael Rydman as President of the Board, and was seconded by Hunter. All yes, motion carried. Ryman made a motion to accept the resignation of Samantha Oswald from the Board of Trustees, and was seconded by Brooks. All yes, motion carried
2. **Nomination and election of Board officers:** Hunter motioned to elect Brooks for Secretary and was seconded by McLain. All yes, motion carried. Brooks motioned to elect McLain for President, Hunter for Vice President and Dykhuis for Treasurer and was seconded by McLain. All yes, motion carried
3. **Approval of 2022 holiday closures for the Lakeland Library Cooperative:** Hunter made a motion to accept the holiday closures listed below and was seconded by McLain. All yes, motion carried

January 1	September 3
January 17	September 5
February 21	October 10
April 15,	November 11
April 16	November 24

May 28  
May 30  
July 3

November 25  
December 24  
December 31

4. **Establishment of 2022 Meeting dates:** McLain motioned to establish the dates below for the 2022 Board meeting dates and was seconded by Brooks. All yes, motion carried.
- |             |              |
|-------------|--------------|
| January 17  | July 18      |
| February 21 | August 15    |
| March 21    | September 19 |
| April 18    | October 17   |
| May 26      | November 21  |
| June 20     | December 19  |
5. **Approval and signatures for correspondence from the Attorney re: rate increase:** Hunter motioned to accept the rate increase from the attorney and was seconded by Brooks. All yes, motion carried. President McLain signed the document.
6. **Discussion of Huntington CD account: whether we should have four signatories as with the other bank account and how we should avoid the current circumstances of having no current staff or Board member signatories.** Hunter motioned to table discussion Director Babbitt writes a policy, and was seconded by McLain. All yes, motion carried.
7. **Discussion of manner and method of Director's 90-day Performance Review:** McLain motioned to table discussion until the Personnel Committee could meet to make recommendations and was seconded by Rydman. All yes, motion carried.
8. **Discussion and approval of 2.28% raise for library staff**
- a. Michigan Minimum Wage increased January 1, 2022, resulting in a 2.28% increase for Karen Shaffer. Brooks motioned to approve a 2.28% increase for Karen Shaffer, effective January 1, 2022, and table a raise for the entire staff until budget considerations could be determined, and was seconded by Hunter. All yes, motion carried.
9. **Discussion of changes in Selection and Reconsideration Policies**
- a. Nationwide increase in library materials challenges, concerted effort by political organizations
- b. Expert advice begins with "Make sure policies are in place."
- Hunter motioned to approve the suggested policy changes and was seconded by McLain. All yes, motion carried

**OLD BUSINESS:**

1. **Request for reconsideration** - Director Babbitt sent Patron a letter dated December 10, 2021 as approved in the November 15, 2021 meeting.

**Township Board Meeting:** January 27, 2022, at 7:00 p.m. Director Babbitt is planning to attend

**Adjournment:** McLain motioned to adjourn at 7:23 pm, and was seconded by Dykhuis. All yes, motion carried.

**Next regular meeting:** February 21, 2022, at 6:30 p.m.

Submitted by Carrie Brooks