

**DORR TOWNSHIP LIBRARY
BOARD OF TRUSTEES
Dorr Township Library
Date: February 19, 2024
6:30 P.M.**

MINUTES

Meeting was called to order at 6:30 pm

Pledge of Allegiance: Was said.

Roll Call: Present- Bruce Bendull, Shana Dykhuis, Brittany Hunter, Carrie Brooks, Jeffrey Babbitt

Absent: Michael Rydman

Additions to the Agenda: None.

Public Comment: None.

Approval of the Agenda: Brooks made a motion to approve the Agenda, and was seconded by Dykhuis. All yes, motion carried.

Approval of the Minutes: Hunter made a motion to accept the minutes from November 13, 2023, and was seconded by Bendull. All yes, motion carried.

Treasurer's Report: Dykhuis made a motion to pay the November credit card bill in the amount of \$4,773.56, the December credit card bill for \$3,139.93, and the January credit card bill for \$3,134.66, and was seconded by Brooks. All yes, motion carried.

Committee Report(s): None

Director's Report:

Director reported on successful programs in November (Chicago Bus Trip), December (Winter Craft Bazaar and Luke Lenhart concert), and January (Bluey Party). Despite technical difficulties, the Warrior Lawyers screening was a good first collaboration with the Gun Lake Tribe. Plans are in place to improve Zoom-based virtual programming in the future. When the War Came to Door, scheduled for February 22, is generating a lot of interest. Storytime attendance is strong. Book circulation was higher in 2023 than 2022. Digital and DVD circulation are up. The CD at Huntington Bank has been renewed for 6 months at the rate of 4.35%. We have applied for the Dollar General Literacy Foundation Adult Literacy Grant to support Excel Adult High School. Efforts to hire an additional Library Assistant I are ongoing. Problems with the security camera feed have been resolved. There has been progress on Strategic Plan Objectives. Director attended the DBA meeting in November and generated interest in the Excel Adult High School program. The library was closed several days in January due to weather conditions.

Committee Report: None

NEW BUSINESS:

1. **Elections for Officers of the Board:** Hunter nominated Shana Dykhuis for Treasurer, Brooks seconded, all Yes, motion carried. Dykhuis nominated Carrie Brooks for President, Hunter seconded, all Yes, motion carried. Brooks nominated Brittany Hunter for Secretary, all Yes, motion carried. Bendull officially stepped down from Vice Presidency to a Trustee position. Vice President currently vacant. Rydman remains a Trustee.
2. **Approval of Meeting Dates for 2024.** Dykhuis made a motion to accept the Meeting Dates as presented, and was seconded by Hunter. All yes, motion carried.
3. **Approval of 2024 Holiday Closings.** Hunter made a motion to accept the Holiday Closures as presented, and was seconded by Dykhuis. All yes, motion carried.
4. **Discussion of FYE 2025 Budget Draft.** Board directed Director to explore potential cost-saving measures to reduce Transportation budget, develop details supporting proposed Advertising budget.
5. **Discussion of potential changes to Community Room Policy.** Board decided to keep Community Room Policy as is, allowing rental for political campaigns and worship services under current rules for use.
6. **Discussion and approval of Travel and Reimbursement Policy.** Tabled pending revisions.

OLD BUSINESS

1. **Discussion and approval of investment of Library funds.** Dykhuis made a motion to accept Scenario 4 as presented, keeping Checking at United Bank of Michigan, placing all funds at United except 25% of current budget into United's ICS product at 4%. Hunter seconded. All Yes, motion carried.
2. **Withdrawal of Library Board Member Oath of Office from consideration.** Withdrawn due to redundancy with oath administered at Township.

Township Board Meeting: February 29, 2024 at 7:00 p.m. Director Babbitt is scheduled to attend.

Adjournment: Brooks motioned to adjourn at 7:48 p.m., and was seconded by Dykhuis.

Next regular meeting: March 18, 2024, at 6:30 p.m.

Submitted by Jeffrey Babbitt