

APPROVED

MINUTES OF THE REGULAR MEETING OF THE CHIPPEWA RIVER DISTRICT LIBRARY NOVEMBER 16, 2021

Members present were Chair T. Delia, R. Helwig, K. Mora, C. Doyle, D. Clark, R. Barrett; Director C. Friedrich and Finance Director K. Ellison

Members absent were L. Laskowsky and E. Parker

T. Delia called the meeting to order at 5:33 p.m.

AGENDA APPROVAL

R. Helwig moved to approve the agenda of November 16, 2021. Motion seconded by R. Barrett. Motion carried.

APPROVAL OF MINUTES

C. Doyle moved to approve the minutes of October 19, 2021. Motion seconded by R. Helwig. Motion carried.

FINANCIAL STATEMENT

The financial statement for October 2021 and check disbursements were discussed and placed on file.

PUBLIC COMMENTS

There were no public comments received or offered.

PUBLIC HEARING REGARDING THE CRDL ANNUAL BUDGET

K. Mora moved the board recess to the public hearing on the 2022 budget and millage rate. Motion seconded by C. Doyle. Motion carried.

There were no public present or correspondence to share.

R. Helwig moved to approve the 2022 budget as presented and to levy 1.75 mills in 2022. Motion seconded by R. Barrett. Motion carried.

R. Barrett moved to return to the regular meeting. Motion seconded by C. Doyle. Motion carried.

DIRECTOR'S REPORT

Corey Friedrich reported on the following:

- Circulation stats – circulation was up 75% district wide
- Programming stats – the *Voices & Votes: Democracy in America* exhibit from the Smithsonian is on display at VML until November 17th.
- Computer stats – wireless sessions were up 76%
- Handyman – Jack Balcom, one of our new cleaners, has taken on the handyman projects
- Facility repairs – Fremont received a new book drop and is scheduled to have the garage roof fixed this month, Rosebush has had some emergency lighting replaced and VML had some furnace maintenance.
- Network Assistant – Michael Stanton resigned and we are currently looking for a replacement.
- Strategic plan update – the StoryWalk in Rosebush is completed, children’s large print books are ready for circulation at VML, and all high contrast signage is completed at all CRDL locations. The library also collaborated with CMU for the American Creed program.

FY 2021 BUDGET ADJUSTMENTS

R. Helwig moved to authorize any FY 2021 budget adjustments needed to balance the budget. Motion seconded by C. Doyle. Motion carried.

R. Helwig moved to allocate any remaining fund balance from FY 2021 to be committed to the library’s 2022 building maintenance projects. Motion seconded by K. Mora. Motion carried.

COMMITTEE REPORTS

Finance and facilities – 2022 budget and building repairs update discussed.

Personnel and Policy –

- R. Helwig moved to approve *Conduct of Users, No. 301*. Motion seconded by K. Mora. Motion carried.
- R. Helwig moved to approve *Privacy of Patron Records, No. 403*. Motion seconded by C. Doyle. Motion carried.
- R. Helwig moved to approve *Accounting Policy, No. 706*. Motion seconded by C. Doyle. Motion carried.

Art – Meeting to be set for December.

OTHER

- December board and committee meetings are cancelled.
- Elliott Parker has made the decision to not renew his appointment. A certificate or resolution will be drafted thanking him for his years of service.

FRIENDS OF THE LIBRARIES UPDATE

R. Helwig reported that the annual meeting was held and new board members were elected. The 2022 budget was also approved.

ADJOURNMENT

T. Delia adjourned the meeting at 5:57 p.m.

Respectfully submitted,

Kristin Ellison, Finance Director