

Trustees Present Virtually: Mary Cafmeyer, Kate DeRosier, Rebecca Fedewa, Nancy Lewis, Doug Sargent, Don Thompson

Members Absent: Holly Naylor

Staff Present Virtually: Mallorie DeVilbiss, Barbara Berlin, Glenn Fisher, Stefanie Furge, Pam Holtz

Public Present Virtually: None

I. President DeRosier called the virtual meeting to order at 7:00 p.m.

II. **Approval of agenda**

Agenda Approval

President DeRosier requested that Policy 2040, COVID- Patron Expectations be added as Discussion Item VI.G. Trustee Lewis moved to approve the agenda as amended, seconded by Treasurer Sargent. Passed unanimously.

III. **Approval of Consent Agenda**

Consent Calendar Approval

Trustee Thompson moved to approve the consent agenda, seconded by Trustee Lewis. Passed unanimously.

- A. Approval of regular meeting minutes, 4/15/2021.
- B. Acknowledge receipt of the April Financial Reports and payment of April invoices totaling \$49,017.72 and payroll obligations totaling \$98,137.67.
- C. Director's Report
- D. Committee Reports
 - Community Relations & Strategic Planning May 12
 - Personnel May 6
 - Finance May 13

IV. **Call to the Public:** No public comment.

Call to the Public

V. **Director's Report – Update and Comments from the Community**

Director's Update

Verbal Update:

Printed summer newsletters are starting to hit mailboxes! There is one typo, which lists our current hours as 9am-9pm M-Th. We are still open 9-8 those days, with plans to return to our old hours after Labor Day. A corrected PDF version is available on the website.

Based on current CDC recommendations, and recommendations from library groups in Michigan, we have stopped quarantining returned items. This means we're able to get popular items in the next patron's hands more quickly. It also means that our first-floor study rooms are back open on a first come, first served basis.

The children's bike loop at Settler's Park that Cromaine helped sponsor is almost complete. As you drive by on Clark Rd you can see the covered wagon

which is the trail's main feature. Hartland Township held a vote on the trail's name and "Little Settlers Loop" was the winner. We are investigating options for a sign, which will feature the trail name, along with the logos of Cromaine, Hartland Township and the Motor City Mountain Biking Group.

We are still requiring masks per Board Policy 2040, COVID-19 Patron Expectations. MIOSHA will soon be revising their policy to comply with the MDHHS' policy.

Questions/Comments from the Board:

Treasurer Sargent asked how to order a brick for the HHGC walkway at the Library. *Forms are available online and at the Library. They must be mailed in to the Garden Club with a check.*

The Director will be on vacation from May 21 through May 25.

VI. Discussion

A. Strategic Plan 2018-2022 – Questions & comments from the Board

Strategic Plan
2018-2022

Treasurer Sargent remarked that the Plan is on point, moving along despite obstacles. Everyone agreed that the new furniture is great.

B. Proposed budgets presented for discussion

Proposed budgets
presented for
discussion

Treasurer Sargent commended the Director for covering all the necessary basics and meeting appropriate targets. We are within the budget for this year and next and will be in fine shape next year.

C. Calling an Operating Fund Budget hearing for June meeting

Calling an
Operating Fund
Budget hearing
for June meeting

President DeRosier called attention to the resolution in the Board packet that will be under decision. A public hearing must take place before adoption of the 2021-2022 budget.

D. MLA Advocacy Day report

MLA Advocacy
Day Report

Unfortunately, the meeting President DeRosier had scheduled with Representative Bezotte and Senator Theis were cancelled. She thanks the Board for contacting our legislators to vote no on House Bills 4530-4533 (eliminating one election date out of three for 2022 and beyond). The House passed the bills and they are now sitting in the Senate Election Committee.

Friday, May 21, 2021 at 4:00 pm President DeRosier will be joining a virtual coffee hour with Representative Bezotte. If anyone else would like to have the link please contact her.

E. Ad hoc Millage Committee

Ad hoc Millage
Committee

President DeRosier went over the millage renewal campaign overview presented by the Millage Committee. It is a blueprint by season on the focus/direction of the millage renewal. The Committee is asking for names of community members to serve on a steering committee and for working on various aspects of the campaign. Please turn those in by August 15. She will send out a revised version of the Overview reflecting tonight's discussion. The

Board concurred that the Committee is doing a great job.

F. Personnel Committee Review policies:

- 7002 – Personnel Policy and Employee Handbook
- 7003 – Evaluation of Director and Library Staff
- 7005 – Compensation of Library Employees
- 8008 – Ethics
- 8009 – Board Policy Development
- 8011 – Board Compensation & Expenses

Personnel
Committee Policy
Review

The only revision is to Policy 8011, Board Compensation & Expenses. Language has been added to include compensation for Board designated Ad Hock committee members and a Friends’ meeting designee. In the last paragraph “spouses” has been changed to “non-Board members” to simplify the existing policy.

G. Policy 2040, COVID- Patron Expectations

After discussion it was decided that this policy will remain in place as is for the time being. Per Hartland Township Board resolution Zoom meetings are allowed through December 31, 2021. The Director remarked that there has been some push back since the CDC changed their recommendations for mask wearing. May 31, 2021 the Governor will be dropping all outdoor restrictions with all restrictions rescinded July 1, 2021. President DeRosier remarked that this policy can be revisited at any time, including at the June 3 or 17th meetings.

VII. Decision

A. Resolution 2021-4; Calling a Public Budget Hearing on the Proposed 2021-2022 Operating Budget of the CDL

Treasurer Sargent moved to approve Resolution 2021-4; Calling a Public Budget Hearing on the 2021-2022 Proposed Operating Budget of the CDL, seconded by Trustee Fedewa. A roll call vote was taken for approval of the resolution.

Ayes: Mary Cafmeyer, Kate DeRosier, Rebecca Fedewa, Nancy Lewis,
Doug Sargent, Don Thompson

Nays: None

Resolution approved.

Resolution
2021-4,
Calling a
Budget
Hearing

B. Resolution 2021-5; Revise Policy 8011, Board Member Compensation & Expenses

Trustee Thompson moved to approve Resolution 2021-5; Revise Policy 8011, Board Member Compensation & Expenses, seconded by Trustee Lewis. A roll call vote was taken for approval of the resolution.

Ayes: Mary Cafmeyer, Kate DeRosier, Rebecca Fedewa, Nancy Lewis,
Doug Sargent, Don Thompson

Nays: None

Resolution approved.

Resolution
2021-5,
Revise Policy
8011, Board
Member
Compensation
& Expenses

VIII. Information

Upcoming meeting dates include: **ALL ZOOM MEETINGS**

Upcoming Meeting Dates

June 11	Community Relations & Strategic Planning Committee, 10:00 am
June 10	Finance Committee, 2:00 pm
No meeting	Personnel Committee
June 17	Public Budget Hearing Board of Trustees meeting, 7:00 pm
June 3	Board Budget Workshop, 7:00 pm; please go over the proposed budgets in your May packet before the meeting. The workshop will be for asking questions, no decisions will be made.

IX. Agenda Items for Next Meeting

Items for next meeting

- Strategic Plan 2018-2022
- Public Hearing on the 2021-2022 Operating Fund Budget
- Resolutions for amending still-current budgets/adopting new budgets

X. Call to the Public: No public comment.

Public Call

XI. Adjournment:

Adjournment

Motion by Trustee Thompson, seconded by Secretary Cafmeyer to adjourn at 7:48 pm.

MARY CAFMEYER, SECRETARY
Cromaine District Library Board

Barbara Berlin, Recording Secretary
Cromaine District Library Board

Documents distributed to the Board for/at this meeting:

- 4/15/2021 Proposed Regular Meeting Minutes
- April 2021 Financial Reports & Checks Issued Totals
- April 2021 CDL Investment Performance Report
- Director’s Report 5/20/2021 w/April 2021 Patron Comments
- CDL Statistics for April 2021 & updated CDL 4-year Circulation Graph
- Director’s Report to the Friends
- Community Relations & Strategic Planning Committee Meeting Minutes, 5/12/2021
- Finance Committee Meeting Minutes, 5/13/2021
- Personnel Committee Meeting Minutes, 5/6/2021
- Strategic Plan Progress Report, April 8-May 11, 2021

- Proposed Operating, Improvement, & Gift Line-Item Budgets for 2021-2022 w/Director memo attached
- August 2022 Millage Renewal Campaign Overview
- Resolution 2021-4; Calling a public hearing on the 2021-2022 operating budget of the CDL
- Revised Board Operating Procedure 8007
- Replacement Policy 4030 – Non-Library Postings, Displays, and Solicitations
- Replacement stickers for Policies 4020, 3010, 4010, & 4040
- *Board & Administrator*, May 2021