

Friends of the Chelsea District Library

Executive Board Meeting, May 17, 2017

- I. **Call to Order** The meeting was called to order at 7:03 pm.
- II. **Roll Call** Sue Skiendziel, Nancy Neff, Michele Mullens, Jennifer Kundak, Gary Zenz, Lori Coryell, Mary Tomac, Gary Munce.
- III. **Approval of March meeting minutes** The minutes were approved as amended with a spelling error.
- IV. **The Director's Report** Lori Coryell reported. Her report is attached.
- V. **Chair Reports**
 - a. **Treasurer** Nancy Neff went over the current financial report.
 - b. **Membership** Gary Munce reported that we still have no chair for this committee. He will be asking people personally if they would consider being Membership Chair.
 - c. **Hospitality** Michele reported that the Staff Appreciation Luncheon went well. Lori expressed appreciation on behalf of the library staff.
 - d. **Book Sale** Jan, the Book Sale Chair, was not able to attend the meeting. Gary expressed appreciation for all the hard work of the Book Sale volunteers.
- VI. **Old Business**
 - Gary reviewed our previous discussion about having different book bags for sale—sturdier bags. In June there will be some sturdier bags for sale. There will be three different kind, four of each design. They will be \$15 each. This will be a test to see how they sell and which ones sell best.
 - The 2017 library Wish List is moving along.
 - There was discussion regarding the electing of a new president. We need to advertise and convene a membership-at-large meeting to do this. It was decided that members of the Friends will be invited to a short meeting/reception on Thursday, June 8th at 6:00 in the library's Reading Garden. This is right before the downtown Sounds and Sights event. Light refreshments will be served. Michele will take care of the refreshments.
- VII. **New Business**
 - Jennifer reported from the FOML: The Annual Strategic Planning Review is next month in Flint. The Fall Workshop is at the Kent District Library on October 12. There has been an emphasis on the importance of advocacy on behalf of libraries. This followed in some discussion of how our Friends group could be involved in advocacy.
 - There will be no Board Meeting in June, just the Membership-at-large meeting on June 8th.
 - The next meeting will tentatively be on July 19th at 7 pm.

- The Minutes and Agenda will be sent out to Board members approximately one week before each meeting.
- Lori Coryell asked if the Friends would like to have a display on the library's special display area for the summer, entitled: "Building a Better World". There will be displays from several local organizations to go along with this summer reading program theme. The Board agreed to do this.

VIII. Adjournment The meeting was adjourned at 8:10 pm

Minutes submitted by Sue Skiendziel, Secretary.

Director's Report to the Friends

May 17, 2017

First *Music in the Air* concert scheduled for Saturday, June 3rd at 2 p.m. in Reading Garden. Thanks to our Friends for supporting this event.

At their meeting last night, the Board accepted Abraham & Gaffney's FY'16 audit of CDL. Delivered an unmodified, clean opinion (the best we can get).

New management staffing structure goes into effect on Monday, May 22nd. Keegan will assume responsibilities as Head of Information Services, combining Youth & Teen Services and Adult Services under one umbrella. Offices will be moved during the month of August.

On May 22nd, Jody Wolak will begin her role as fulltime Teen & Youth Librarian under Information Services. Jody brings impressive experience from her work at Westland Public Library, Wayne Public Library, and Rochester Hills Public Library.

Management team working on the 2018 budget. As this work progresses we are mindful of the goals and strategies of the 2017-19 Strategic Plan.

CDL's 10th Anniversary Coloring Book celebrating ten years in our new building won a Best in Show Award at ALA's PR Xchange. Jessica Zubik, who coordinated the book with artwork from Cynthia Silveri, will accept the award at ALA's annual conference next month in Chicago.

Highlights of Strategic Planning Progress

Goal 1.1 Realize the Highest Potential of the Library Facility

- Design Think team led by Keegan Sulecki met in April for orientation to the process and to strategize data collection activities.

Goal 1.2 Continue to Diversify the Library's Revenue Sources

- Website sponsorship page created.

Goal 1.3 Advocate for High Speed Internet

- In an effort to target senior, student, and low-income populations, distributed 24 hotspots from Mobile Beacon grant to Chelsea High School, Faith in Action, and Chelsea Senior Center for loan to residents in the areas lacking broadband.

Goal 2.2 Conduct Rural Outreach and Engagement

- New “Township Talk” column added to print newsletters to communicate CDL’s engagement in the service district’s townships.

Goal 3.1 Enhance Offerings for Teenage Patrons

- 330 high school students surveyed on their wants/needs vis-à-vis CDL. Additional in-depth reading survey completed by 16 students.

Goal 3.2 Provide Leadership Around Diversity, Equity, and Inclusion

- The Film Forum series to include screenings of *13th* and *Freedom to Marry*.

Goal 3.3 Expand Non-Traditional Collection

- Items approved for addition to CDL Garage include a tabletop telescope, a metal detector, a ukele, and a portable cd player.