

Friends of the Chelsea District Library

Board Meeting Minutes: September 20, 2017

- I. **Call to order:** the meeting was called to order at 7:00pm
- II. **Roll Call:** Gary Zenz, Jennifer Kundak, Sue Skiendziel, Nancy Neff, Lori Coryell, Michele Mullens, Dan Kaminsky, Marilyn Kuehl
- III. **Public comment:** welcome to visitor, Marilyn Kuehl
- IV. **Acceptance of agenda:** after corrections were made in spelling, the agenda was accepted.
- V. **Approval of August 16 Meeting Minutes:** Approved after a spelling error noted to be corrected.
- VI. **Director's Report:** Lori Coryell presented her report, as well as the library's annual report. The report is attached to these minutes.
- VII. **Chair reports**
 - a. **Financial report:** Nancy Neff presented the most recent financial statements
 - b. **Hospitality:** Michele Mullens shared information about the upcoming Tea on October 18th.
 1. Michele and Jennifer Kundak are planning it.
 2. Publicity for the event was discussed.
 3. Zingerman's donation of food for the Tea is much appreciated. Nancy Neff will pick up the food on the day of the tea.
 4. The Stan Staffeld memorial will be recognized during the Tea.
 - c. **Book Sale:** More canvas bags were ordered.
- VIII. **Old Business**
 - The 2017 Wish List is completed
 - In the Library's Winter newsletter, Gary will write about: the membership drive, the Kindle Reader Drawing, Friends of the Library Week, and recognition of memorials.
 - Gary will be ordering the Kindle Reader for the New Membership Kindle Drawing.
 - Jennifer reported on several items from the Friends of Michigan Libraries:
 - Jennifer is going to the November 8th workshop in Alpena
 - She visited the Library of Michigan in Lansing.
 - Jennifer brought a list of suggested Round Table Discussion Questions. These will be discussed at the annual meeting in January.
 - Gary will be putting the completed, approved Meeting Minutes into the Google Docs and the Friends Website.
 - Gary is still seeking a Membership Chair.
- IX. **New Business**
 - There was discussion about putting the 2018 budget together.

- Upcoming events:
 - October Tea: October 18 3:30 – 5:00
 - Friends of the CDL Annual Meeting Saturday, January 27 at 10:30
- There will be no October board meeting
- The next meetings will be Thursday November 16 at 7:00 and December 2 at 4:00.

X. **Adjournment:** The meeting was adjourned at 8:05 pm

Submitted by Sue Skiendziel, Secretary

Director's Report to Friends

September 20, 2017 Meeting

2018 Library Budget

At last night's meeting (9/19/17), the Board approved the Library's 2018 budget. Highlights include a projected \$27,000 increase in revenue and an across-the-board 4% increase for staff that reflects a cost of living adjustment and recognition for jobs well done. We also have monies set aside for Strategic Planning initiatives.

Construction Update

Offices are complete and staff are in their new homes!

CDL's First Annual Song Fest

We've planned a day filled with the celebration of songs and songwriting on Saturday, September 30th. Programs include a family-friendly concert with Kevin Devine, make-and-take musical crafts, songwriting mentor sessions, a beat the clock songwriting challenge, and a teen songwriting workshop. The day will culminate at the Chelsea Alehouse where 107one's Martin Bandyke will interview Nashville singer-songwriter Paul Burch, followed by a performance by Burch.

CDL Artist in Residence

As CDL artist in residence, Burch will also perform *Jimmie Rodgers: An Interpretation* at the Chelsea Depot on Thursday, September 28th. On Friday, September 29th, he will visit the Chelsea Senior Center for their *Life Stories* program and visit with two high school classes to talk about songs as poetry.

Washtenaw Reads 2018 Update

The theme of the 2018 Reads is *A Very Good Read* and will highlight a work of fiction or nonfiction. The Reads' Screening Committee met over the summer (Information Services Head Keegan Sulecki very capably representing CDL and the Chelsea community), whittling a long list

of titles down to two finalists: *Homegoing* by Yaa Gyasi and *Thank You for Your Service* by David Finkel. Mary Budzinski represents our library community on the Selection Committee.

Update: The winning title is *Homegoing*!

Annual Report

The 2016 Annual Report is complete and available on the website. Printed copies are also available at service desks in the library. Copies will be mailed out to donors and local elected officials. A big thanks to Marketing Head Patty Roberts and Luna at LM Designs for wrangling a large amount of information into such a readable and appealing format. As you go through the document, I hope you share my pride in what we accomplished during the year thanks to an amazing staff and supportive community.

Strategic Plan 2017-19 Update

Goal progress from August – early September 2017 is shared below.

Goal 1.1 Realize the highest potential of the Library facility

- Outdoor seating installed in Reading Garden

Goal 1.3 Continue to advocate for and support high-speed Internet access throughout the Library service area

- Lyndon Township passes Broadband Bond. CDL assisted in distributing facts and creating awareness on this initiative.

Goal 2.1 Increase Awareness/Visibility of the Library

- WiFi hotspot access posters and website badges provided to Lima and Sylvan Townships. Lima and Lyndon implementing both pieces. Sylvan posted signs.
- Added marketing question to all programs requiring program registration to include the marketing source influencing decision to register.

Goal 2.3 Strengthen and sustain relationships with schools in the district

- Partnership with FIRST Lego League in Elementary Schools (we lend our LEGO WeDos and laptops to support program).
- Met with Chelsea Schools Executive Director of Curriculum, Instruction, and Human Resources to discuss facilitation of communication between CDL and teachers.
- Attended North Creek and South Meadow Elementary Schools, Beach Middle School, and Chelsea High School Open Houses to encourage library card sign up among students.

Goal 3.4 Collaborate with our community's senior population to create deliberately designed intergenerational programming opportunities.

- CDL Song Fest featured songwriter Paul Burch to appear at Chelsea Senior Center's Life Stories with students from Chelsea High School (9/29).