

Friends of the Chelsea District Library

Board Meeting Minutes: July 12, 2019

1. The meeting was called to order at 5:35 pm
2. **Roll Call:** Gary Zenz, Jean Vargas, Sue Skiendziel, Michele Mullens, Nancy Neff, Jan Carr, Lori Coryell.
3. There was no public comment.
4. After additions were made to the agenda, it was accepted as amended.
5. After corrections, the Minutes of the June 13th Board Meeting were approved.
6. The Director's Report was presented by Lori Coryell. It is attached to these Minutes.
7. **Chair Reports:**
 - a. Secretary: There was discussion about what kind of information can be posted on the Facebook page about the upcoming library millage vote. There can be information on the Facebook page, but not campaigning for the vote.
 - b. Treasurer: Nancy Neff went over the financial report for June.
 - c. Membership: Jean showed the Board the new mail Return labels that were designed by Sabrina. They will be stored in the Friends' file in the library basement. Gary reported that he sent emails to the Library Board members to encourage them to become members of the Friends of the Library.
 - d. Book Sale: Jan reported that there is a recycling bin by the library now where disposed books can be placed. She will be purchasing more canvas bags to sell.
8. **Old Business:**
 - a. Discussion about job descriptions for Board Members:
 - i. There was discussion about which Board Members are voting members. This is not addressed in the Bylaws, and will be discussed at the Annual Meeting.
 - ii. It was decided that the job descriptions should follow the same format. Board members will reformat their job descriptions to match the format of the Book Sale Manager's description.
 - iii. Once the job descriptions are completed after the August Board Meeting, they will be posted on the Friends' website.
9. **New Business:**
 - a. Gary has gotten a quote for name tags for Board Members. The badges would cost \$105 including the one-time set-up fee, for all six.
 - b. Gary will include information to recruit new board members for 2020 in the library's Fall newsletter, including a link to the job descriptions on the website.
10. The meeting was adjourned at 6:35 pm.

Director's Report to Friends – July 2019

Staffing News

It is with mixed emotions that I share with you that Melanie Bell will be leaving the CDL "nest" effective August 8. I am happy to inform you that she has accepted the position of Head of Information Technology at Plymouth District Library. It's a fantastic opportunity for Mel, and I could not be happier for or prouder of her. That said, she will be missed greatly for her talent, skills, creativity, and for just being a truly lovely person. Working with her has been a privilege, a joy, and an honor.

Please join me in congratulating Mel on this awesome and well-deserved career advancement.

CDL TecXpo at Lima Township Hall

CDL hosts its first TecXpo at the Lima Township Hall on Sunday, July 28 from 1 – 4 pm. Lima Township visitors will get a chance to experience virtual reality, interact with Sphero robots, view 3D printer demonstrations, and learn about the technology available at and through the library.

CDL Renewal of Operating Millage on August 6 Ballot

On August 6, residents will vote on the **renewal** of a ten-year millage that will enable the Chelsea District Library (CDL) to continue its mission to Engage, Inspire, and Equip the residents in our service area. 90% of the library's funding comes from taxpayer dollars. The current millage expires at the end of 2019.

This renewal request is for 1.9231 mills and is **not a tax increase**. The millage funds the library's ability to realize its mission to engage, inspire, and equip through evolving services and resources. This is accomplished by operating, maintaining, and providing:

- Resources including books, DVDs, e-books, audiobooks, magazines, online databases, nontraditional items, and WiFi hotspots.
- Programs including storytimes, book clubs, craft programs, and signature events like Authors in Chelsea, Artist in Residency, Music in the Air, and the Midwest Literary Walk.
- Celebration of our local and national cultural heritage through exhibitions like *American Farmer*.

- Home delivery of library materials to eligible customers through CDL Delivers!
- Connectivity through library computers, WiFi at CDL, and broadband advocacy. CDL also circulates WiFi hotspots to library customers.
- Engagement in the community at places like the Chelsea Retirement Center, St. Louis Center, and Chelsea Schools.
- Access to new technology like 3D printers and virtual reality equipment.

Strategic Plan 2017-19 Update

Goal progress from June 2019 is shared below.

Goal 1.1 Realize the highest potential of the Library facility, fully utilizing all existing space to support optimal patron usage and experience.

- Trendwall installed in youth/lobby area
- Partnering with CAFÉ to host ART Market on library lawn during Summer Festival

Goal 2.1 Increase awareness/visibility of the Library throughout the community.

- Installation of StoryBook Trail in Lima Township
- Library card signup dates scheduled at each township during September's LCSUM
- Met with six local businesses in service area to share library business card information
- Music in the Air reception held to promote Friends awareness and membership
- Creation of ILOVECDL campaign with yard signs, Facebook Call to Actions, and staff and board t-shirts
- Large banner displayed at Katie's Korner for Korner Stage programming to acknowledge CDL's contribution to Sounds and Sights
- Created millage informational flyer – mailed to absentee voters in service area

Goal 2.2 Conduct regular, meaningful outreach and engagement with residents and representatives of the rural areas of the Library's service district.

- Installation of StoryBook Trail in Baker Woods Preserve in Lima Township
- Library card signup dates scheduled at each township during September's LCSUM

Goal 2.3 Strengthen and sustain relationships with schools in the district.

- Created partnership with South Meadows teachers to offer Schoolyard Opera program to fourth graders in November 2019

Goal 3.2 Provide leadership around issues of diversity, equity, and inclusion through our programs, collections, and services.

- Provided internship opportunity for student on autism spectrum
- All staff meeting presentation on engaging with people on the autism spectrum

Goal 3.3 Expand the Library's collection of non-traditional items.

- Highlighted our telescope for our first adult passive programming station on 2nd floor as part of summer reading

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

- Korner Stage programming