

DRAFT

MINUTES OF THE FENNVILLE DISTRICT LIBRARY
BOARD OF TRUSTEES
August 21, 2025

Present: Marilyn Jessup, Donna Matula, Willow VandenBerg, Bob Sherwood,
Robin Buchler, Becky Jamros, Kathleen Yankee, Jody Martin.

Absent: None

Staff Present: Teresa Kline

Observers Present: None

Meeting Called to Order: 4:02pm

Approval of Agenda: Moved by Buchler, seconded by Sherwood, to approve the agenda.
Passed 8-0

Approval of Minutes: Moved by Jamros, seconded by Matula to approve minutes of
July 17, 2025 meeting. Passed 8-0.

Public Comments: None

Correspondence: None

Financial and Budget: Penal fines \$5,711 for July, \$5, 982 for June. August/September
Money still coming in. We are \$2,663,94 on the profit side.
Financial report received and filed.

Director's Report: -Allegan County Library Assoc. Met earlier today - Teresa is President.
-EGL Tech visit - we need a new server @ \$25,000. Teresa is
considering a cloud service called Sharepoint instead of physical
server. Lakeland Co-op has had experience with it.
Security awareness training: our staff has highest score of all their
customers!
-ACLA training will be September 17; the library will be closed so all
staff can attend. There will be a speaker and a variety of breakout
sessions.
-A \$100,000 CD is maturing at the end of August. We will wait to take
action until after completion of parking lot project in case some funds
are needed.

(Director's Report continued)

-Abi was on the Downtown Development Authority board. With her departure a replacement will be needed.

-As a Class 4 library we need two more certified staff. Vanessa will complete certification soon. Krysta will be next to complete it.

President's Remarks: The board members are thanked for getting director evaluations in promptly. Also for Teresa and Robin's handling of staff issue.

Board Member's Remarks: None

Committee Reports: None

Unfinished Business: -Parking Lot - crew is back at work! Still no completion timeline.
Dennis Martin plaque will be ordered locally by Friends of Library.
-Donated Paintings: Salt of the Earth will display them after Labor Day.
-Grants: ACCF \$6300 for new shelving for Starring history room.
Allegan Area ESA \$500 Mini-Health Grant.
Allegan Area ESA \$500 mini-grant for a rug for children's story time.

New Business: -DDA opening on their board if any FDL board members are interested.
-FOIA completed by Teresa.
-Budget amendments: see attached.
-Draft Budget needs more work. Draft #2 at September meeting.
-Staff changes: With Michele and Abi leaving, their responsibilities are being divided up amongst remaining staff.
-Krysta starts September 8 full time.
-Teresa has placed an ad for a 20hr/week person at \$14/hr+benefits.
-We are short staffed temporarily and board members will help fill in.
-Proposed salary and wage scale: see attached.
-Personnel committee (Jessup, Sherwood, Matula, Yankee) will meet September 10th at 4:00pm to summarize Director's Evaluation.

Gifts: Puzzle pieces continue to sell; especially \$150 ones.

Public Comments: None

Meeting adjourned at 5:10pm

Next meeting: September 18, 2025 at 4:00pm

Respectfully submitted,

Kathleen Yankee, secretary